



# 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 June 16, 2020

Executive Session	June 16 –	9:30 a.m.
Business Meeting	June 16 –	1:15 p.m.

#### LIFESIZE LOCATIONS

Nebraska State College System Office  
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 216  
Wayne, Nebraska

This notice and accompanying agenda are being published in the Omaha World Herald and 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

**JUNE 16, 2020  
NEBRASKA STATE COLLEGE SYSTEM OFFICE  
1327 H STREET, 3<sup>rd</sup> FLOOR CONFERENCE ROOM  
LIFESIZE VIDEOCONFERENCE  
LINCOLN, NEBRASKA**

**TUESDAY, JUNE 16 –**

**9:30 – 12:00 BOARD EXECUTIVE SESSION  
Pending Litigation and  
Personnel Matters**

**12:00 – 12:30 Lunch**

**12:30 – 1:15 Design Development Documents Presentation  
CSC Math/Science Building Addition  
and Renovation  
BVH Architecture**

**1:15 BOARD OF TRUSTEES BUSINESS MEETING**

**LIFESIZE LOCATIONS**

**Nebraska State College System Office  
1372 H Street  
Conference Room, 3<sup>rd</sup> Floor  
Lincoln, Nebraska**

**Chadron State College  
10<sup>th</sup> & Main  
Miller Hall, Room 109  
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**Peru State College  
600 Hoyt Street  
Hoyt Conference Room #110  
Peru, Nebraska**

**Wayne State College  
1111 Main Street  
U.S. Conn Library, Room 216  
Wayne, Nebraska**

## Call to Order

Approval of Meeting Agenda

Public Comments

## Minutes Approval

- 1 Board of Trustees of the Nebraska State Colleges - Regular Meeting - Apr 23, 2020 9:30 AM

## 1 Items for Consent Agenda

- 1.1 Approve Acceptance of Employee Salary Recommendations (AP)
- 1.2 Approve Board Meeting Schedule for 2020-2021 (AP)
- 1.3 Approve Reorganization of Academic Affairs at Wayne State College (AP)
- 1.4 Approve Depositories and Signatories (FFA)
- 1.5 Approve LB 309 Allocations and Retrievals (FFA)

## Items for Discussion and Action

### 2. Academic and Personnel

- 2.1 First Round Approval of Deletion of Board Policy 2101; Reports from Colleges
- 2.2 First and Final Round Approval of Revisions to Board Policy 4001; College Calendar
- 2.3 First Round Approval of Revisions to Board Policy 4430: Transfer of Credits and Degrees
- 2.4 Approve Authorization for Chancellor to Revise Policies to Address Unforeseen Issues with COVID-19 Pandemic
- 2.5 Approve Chancellor and Presidents' Contract Extensions and Salaries
- 2.6 Approve Memorandum of Agreement with Nebraska Methodist College for Chadron State College
- 2.7 Approve a Contract Addendum with Virtual Education Software Inc. (VESi) for Chadron State College
- 2.8 Approve Addition of Public History Undergraduate Certificate Offering for History Program for Peru State College
- 2.9 Approve Affiliation Agreements with Lake Erie College of Osteopathic Medicine (LECOM) for the Early Acceptance Program for Wayne State College Students to Enter LECOM Medical, Pharmacy and Dental Programs

- 2.10 Approve S.T.E.P. Agreements with Norfolk Public Schools and Homer Community Schools for Wayne State College

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

- 3.1 Approve Sponsorship Agreement with the Nebraska School Activities Association (NSAA) for the Nebraska State College System

**4. Fiscal, Facilities and Audit**

- 4.1 First Round Approval of Revisions to Board Policy 8060; Capital Construction Budget Requests; and Deletion of Policies 8061; Capital Construction; Needs Statements; 8062; Capital Construction; Program Statements; and 8063; Capital Construction; Construction Documents Related to Capital Projects Planning Requirements
- 4.2 Approved Revised Operating Budgets for 2019-2020
- 4.3 Approve Preliminary Operating Budgets for 2020-2021
- 4.4 Approve Biennium Budget Requests for 2021-2023
- 4.5 Accept and Approve Design Development Documents for Math/Science Building Addition and Renovation at Chadron State College
- 4.6 Approve Naming of Math Science Building for Chadron State College
- 4.7 Approve Spirit Shop Contract for Peru State College
- 4.8 Approve Acquisition and Demolition of Real Property for Wayne State College
- 4.9 Approve Use of Unappropriated Cash Funds on a One-Time Basis for Benthack Hall Renovation for Wayne State College
- 4.10 Approve Naming of Indoor Athletic Complex for Wayne State College
- 4.11 First and Final Round Approval of Revisions to Board Policy 6021; Income; Tuition, Online Rate and Dual Enrollment Rate
- 4.12 Approve Revised Online Rates for FY 2020-21

**Items for Information and Discussion**

**5. Chancellor Informational Items**

- 5.1 Promotion and Tenure Report
- 5.2 Foundation Employee Compensation Report
- 5.3 Reports of Personnel Actions
- 5.4 Five-Year Academic Calendar
- 5.5 Annual Report on Internal Leases of Revenue Bond Buildings
- 5.6 Capital Construction Quarterly Reports
- 5.7 Spring Occupancy and Income Reports
- 5.8 Contracts and Change Orders for Informatoin

5.9 Grant Applications and Awards

5.10 Chancellor's Travel

**6. College Informational Items**

**i. Election of Board Officers and Facilities Corp. Officers**

**ii. Student Trustees' Reports**

**Adjournment**



# Nebraska State College System

CHADRON | PERU | WAYNE

**April 23, 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	Present	
Matt Blomstedt	Trustee	Present	
Jess Zeiss	Vice Chairman	Present	

## Approval of Meeting Agenda

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

## Public Comments

No public comment.

## Minutes Approval

Board of Trustees of the Nebraska State Colleges - Regular Meeting - Jan 14, 2020 1:15 PM

Board of Trustees of the Nebraska State Colleges - Special Meeting - Feb 27, 2020 9:30 AM

A motion was made by Trustee Engles and seconded by Trustee Chaney to approve the minutes of the January 14, 2020 and February 27, 2020 meetings. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

Chancellor Turman noted that the NSCS was handling the COVID-19 pandemic as well as expected. All classes have been moved to online. As of April 13 there were 11 class days left for the spring semester. Prorated room and board refunds had been worked through and distributed to students.

Waiting now to determine how much CARES funding can be used by the Colleges to assist students in need. Surveys are being developed to send to students to determine the level of assistance they need. President Rhine noted that CSC will use existing systems to distribute the surveys to students and all feel confident they will be able to determine those students with the greatest need. President Rames noted that WSC had developed a mentor program that will help to contact students. Some of the students will need to be contacted personally by phone to determine their needs. President Hanson noted that PSC would be able to tie into existing systems to contact students.

Chancellor Turman and the vice chancellors and presidents are meeting via calls every Monday and Thursday to discuss any COVID-19 issues and successes.

## 1 Items for Consent Agenda

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

- 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)

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.

- 1.2 Approve Program Review Recommendation (AP)

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

- 1.3 Approve Distinguished Service Award for Peru State College (AP)
- Board Policy 4500 allows Presidents to make recommendations to the Board for Distinguished Service Awards. A Recommendation for a Distinguished Service Award has been submitted by President Dan Hanson from Peru State. The announcement of the individual(s) the award will be given to will be shared at the Spring commencement exercises.
- 1.4 Approve Addendum B Amendment to Archer Education, Inc. Agreement for Peru State College (AP)
- 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.
- 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)
- 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.
- 1.6 Approve Memorandum of Understanding with Grand Island Public Schools for Wayne State College (AP)
- 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.
- 1.7 Approve Addition of Geography-Mapping and Counseling-Human Services Minors at Wayne State College (AP)
- 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

- 1.8 Approve Memoranda of Understanding with Virtual Education Software and Learners Edge for Wayne State College (AP)

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.

- 1.9 Approve Authorization for Chancellor to Bind Insurance Coverages (FFA)

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.

- 1.10 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

- 1.11 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.

Minutes Acceptance: Minutes of Apr 23, 2020 9:30 AM (Minutes Approval)

## 1.12 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>

Estimated Project Cost	\$7,000.00
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**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

**Items for Discussion and/or 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

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.

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

- 2.2 Approve Teaching Excellence Award Nomination

Minutes Acceptance: Minutes of Apr 23, 2020 9:30 AM (Minutes Approval)

A motion to approve the Teaching Excellence Award Nomination for Dr. Beth Wentworth was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

- 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

**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.

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

- 2.4 Approve Addition of Human Performance and Wellness Management Focus Area in MSOM for Wayne State College

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 graduate Focus Area in the Master of Science in Organizational Management program, beginning Fall 2020:

Organizational Management - Human Performance and Wellness focus area

A motion to approve the Addition of Human Performance and Wellness Management Focus Area in MSOM for Wayne State College was recommended

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

2.5 First and Final Round Approval of Revisions to Board Policy 5010; Categories of Personnel; Employees

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.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 5010; Categories of Personnel; Employees was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

2.6 First and Final Round Approval of Revisions to Board Policy 5405; Retirement Plan; State College Employees

Board Policy 5405 is being revised to reflect the change in federal law for the age when employees must begin taking a distribution from their retirement plan. The age was raised to 72 years from 70 1/2 years. Other revisions indicate the name change of the retirement program(s) from TIAA/CREF to TIAA.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 5405; Retirement Plan; State College Employees was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

2.7 Approve Salary Policy 2020-2021

**Non-Unionized Professional Staff.** On July 1, 2020, each College and the System Office is authorized to provide a two and one-half percent (2.5%) salary increase to non-union professional staff employees.

**Non-Unionized Support Staff.** On July 1, 2020, each College and the System Office is authorized to provide a two and one-half percent (2.5%) salary increase to non-union support staff employees.

**Non-Unionized Faculty.** On July 1, 2020, each College is authorized to provide a two and one-half percent (2.5%) salary increase to non-union faculty employees.

Background Information:

NAPE/AFSCME Support Staff Employees. The 2019-21 NSCS-NAPE/AFSCME Bargaining Agreement was approved by the Board on January 16, 2019. The Agreement provides a two and one half percent

(2.5%) salary annual increase on July 1, 2020 and for incremental salary adjustments based on five, ten, fifteen and twenty years of service.

NSCPA Professional Staff Employees. The 2019-21 NSCS-NSCPA Bargaining Agreement was approved by the Board on January 16, 2019. The Agreement provides for a two and one-half percent (2.5%) annual increase on July 1, 2020.

SCEA Faculty Employees. The 2019-21 NSCS-SCEA Bargaining Agreement was approved by the Board on January 16, 2019. The Agreement provides for a two and one-half percent (2.5%) salary increase on July 1, 2020.

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

2.8 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.

A motion to approve the Amendments to Crisis Leave Donation Provisions in All Collective Bargaining Agreements was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

2.9 Approve Agreement with Faith Regional Physician Services for Wayne State College

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.

A motion to approve the Agreement with Faith Regional Physician Services for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

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

3.1 First and Final Round Approval of Revisions to Board Policy 3100; Conduct & Discipline; Students

The revision to Board Policy 3100 clarifies that abuse of college investigations is considered to be misconduct for which an offending student may be subject to disciplinary sanctions.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 3100; Conduct & Discipline; Students was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

3.2 First and Final Round Approval of Revisions to Board Policy 3675; College Diversity and Multiculturalism

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.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 3675; College Diversity and Multiculturalism was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

#### 4. Fiscal, Facilities and Audit

##### 4.1 Accept and Approve Design Development Documents for Benthack Hall Renovation for Wayne State College

The 2012 Campus Master Plan for Wayne State recommended renovations to Benthack Hall including HVAC systems, ADA, Fire/Life Safety improvements, new windows, lighting and other energy conservation enhancements/improvements, and interior systems renovations including floor, wall, and ceiling finishes. On November 13, 2015, the Board approved a program statement for the renovation of Benthack Hall. In June of 2019, the Board approved moving forward with the project without a Legislative appropriation, the funding instead would be a combination of WSC Cash, LB309 Task Force funds, and private donations. The project has been further developed and refined in the design development documents as presented by LEO A DALY to the Board on April 23, 2020. The renovated Benthack Hall will house Family & Consumer Sciences, Educational Foundations and Leadership, and Counseling programs. In order to proceed with construction documents and establishment of the Guaranteed Maximum Price (GMP), the Board is required to accept and approve the Design Development documents.

A motion to Accept and Approve Design Development Documents for Benthack Hall Renovation for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

##### 4.2 Approve One-Time Cash Fund Appropriation Adjustment for Wayne State College

Wayne State College requests approval to increase its cash fund appropriation for the current fiscal year (2019-20) by \$195,000 on a one-time basis to support enrollment increases and scholarship support.

Of this amount, \$100,000 is specifically to support costs associated with enrollment increases. Increased costs include those for adjuncts and overloads to provide additional courses, as well as related supplies and expenses for the additional students and courses. The other \$95,000 is due to increased support beyond what was initially anticipated for the Nebraska Opportunities Grant (NOG) program, the Nebraska Department of Educations (NDE) Excellence in Teaching

and the Access College Early (ACE) awards.

Base adjustments related to both enrollment and the increased scholarship support are included for fiscal year 2020-21 in the Distribution of Funds board item.

A motion to approve the One-Time Cash Fund Appropriation Adjustment for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

4.3 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.

A motion to approve the Revised Revenue Bond Operating Budgets; Revisions to Peru State College Contingency Maintenance Resolution; and Furnishing Utilities for Revenue Bond Facilities was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

4.4 Approve Distribution of Funds for 2020-21

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.

A motion to approve the Distribution of Funds for 2020-21 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

4.5 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

A motion to approve the Reallocation of Contingency Maintenance Funds for Wayne State College was recommended by the committee to the full Board,

which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Blomstedt, and Zeiss.

## Items for Information and Discussion

### 5. Chancellor Informational Items

#### 5.1 Five Year Academic Calendar

The five-year academic calendar is provided to the Board for information.

#### 5.2 NSCS Funding Request for CSC Foundation

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

#### 5.3 Change of Speech Communications Program Name to Communication Studies for Wayne State College

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.

#### 5.4 Reports of Personnel Actions

The personnel action reports are provided to the Board for information

#### 5.5 Intercollegiate Athletics Report of Institutional Commitment to NCAA Principles for Conduct to Enhance Integrity in Intercollegiate Athletes

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.

- 5.6 Capital Construction Quarterly Reports  
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
- 5.7 Contingency Maintenance Progress Reports  
Contingency Maintenance Progress Reports from each of the Colleges are provided to the Board for information according to Board Policy 8050.
- 5.8 LB 309 Project Status Reports  
LB 309 Project Status Reports from each of the Colleges are provided to the Board for information according to Board Policy 8050.
- 5.9 Settlement Agreement
- 5.10 Financial Reports  
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.
- 5.11 Operating Expenditure Reports  
The Operating Expenditure Reports from each of the Colleges and the System Office are provided to the Board for information.

## 5.12 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.

## 5.13 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.

## 5.14 Potential Occupancy and Income Reports

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.

## 5.15 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

## 5.16 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

## 5.17 Preliminary Review of Biennium Budget Requests

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.

## 5.18 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*

## 6. College Informational Items

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

#### **2020-2021 Proposed Board Meeting Schedule** (Five Meetings Per Year)

**SEPTEMBER BOARD OF TRUSTEES MEETING-CHADRON** September 10, 2020  
Thursday

**NOVEMBER BOARD OF TRUSTEES MEETING-WAYNE** November 12, 2020  
Thursday

**JANUARY BOARD OF TRUSTEES MEETING-LINCOLN** January 13, 2021  
Wednesday

**MARCH BOARD OF TRUSTEES MEETING-PERU** March 16-17, 2021  
Tuesday-Wednesday

**JUNE BOARD OF TRUSTEES MEETING-LINCOLN** June 17, 2021  
Thursday

#### **2020-2021 Proposed Board Meeting Schedule** (Five Meetings Per Year Plus a Retreat)

**SEPTEMBER BOARD OF TRUSTEES MEETING-CHADRON** September 10, 2020  
Thursday

**NOVEMBER BOARD OF TRUSTEES MEETING-WAYNE** November 12, 2020  
Thursday

**JANUARY BOARD OF TRUSTEES MEETING-LINCOLN** January 13, 2021  
Wednesday

**MARCH BOARD OF TRUSTEES MEETING-PERU** March 16-17, 2021  
Tuesday-Wednesday

**JUNE BOARD OF TRUSTEES MEETING-LINCOLN** June 17, 2021  
Thursday

**JULY BOARD OF TRUSTEES RETREAT-NEBRASKA CITY** July 29-30, 2021  
Thursday-Friday

## Student Trustee Reports

WSC Student Trustee VanMeeteren noted that WSC had put forward strong efforts in connecting with students and providing them with the necessary resources needed to complete the school year. A survey was sent to students in March to garner feedback on student needs regarding wifi, campus conditions and student involvement. A mentor program has been implemented that allows staff to check in with students on a more personal level.

Mental health has become a serious concern due to the COVID-19 pandemic. The Counseling Center is communicating with students about how to handle stress and keep a calm mind. Along with communicating with students via social media, the Counseling Center is still offering students the chance to meet with counselors.

WSC is also offering virtual field trips to the Omaha Zoo, free yoga classes a Magic Night and Live Fridays with Dr. Rames, CD Douglas and others. The College is also offering Virtual Visitation Days for new incoming students.

WSC Student Trustee VanMeeteren thanked Wayne State, the Board and System Office for the endless opportunities she was offered and constant support. She indicated that being the student trustee had been a humbling and rewarding experience.

PSC Student Trustee Myers noted that Peru had implemented the Peru Academic Liaisons (PALs) to contact students during this time. In this program more than 40 staff members had been paired with over 800 students to allow them to stay connected to the College, link students to supports on campus and provide students with encouragement.

To show support during Sexual Assault Awareness Month, PSC held different activities including Chalk the Walk; Talk It – Walk It video, a digital version of the PSC Walk a Mile in Her Shoes event; and National Teal Day when folks were encouraged to wear teal and show their support on social media.

PSCs Phi Beta Lambda group had 24 students participate in the virtual state leadership conference. The group came away with 9 first place winners and twenty (20) students that automatically qualified for the virtual national conference. Other events collectively brought over 1,400 students and teachers to the PSC campus included the 25<sup>th</sup> Annual Dr. Seuss Day, 36<sup>th</sup> Annual History Day competition and the 47<sup>th</sup> Annual High School Business Contest.

PSC Student Trustee Myers thanked everyone for her time as a student trustee.

CSC Student Trustee Klammer noted that the transition to the COVID-19 requirements went very well at Chadron State. The CSC Student Senate met to allocate money to the food pantry on campus. The food pantry gave away at least 100 bags of food to students.

The annual Big Event was held virtually for participating students and staff. Students were asked to do something for someone and video it. Other students also worked on cleaning Kings Canyon.

At least once a day a Virtual Tour is being held at CSC for new students.

CSC Student Trustee Klammer thanked everyone for the opportunity to serve as the Student Trustee for Chadron State.

Trustee Engles thanked the student trustees for their service. They all learn the ins and outs of leadership while serving. A past student trustee, Dawson Brunswick, is the Director of the McCook Chamber of Commerce and is also running for a seat on the McCook City Council. The students also are a great addition at the Senator's Reception as senators enjoy talking with the students.

### Adjournment

The meeting was adjourned at 11:14 AM

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Paul Turman, Chancellor

**ITEMS FOR CONSENT AGENDA**

June 16, 2020

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***ACTION:***                            **Approve Acceptance of Employee Salary Recommendations (AP)**

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The Chancellor and each President have submitted salary recommendations for the 2020-21 fiscal year. In addition, Board Policy 5405 calls for the employer contribution to the retirement plan to remain at 8.0% for FY 2020-21.

The System Office recommends approval of the Acceptance of Employee Salary Recommendations (AP).

**ATTACHMENTS:**

- Employee Salary Recommendations        (PDF)

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>Faculty -- State Supported Positions</u></b>			
Anderson, Timothy E	Professor	1.00	105,192.00
Bentz, Laura A	Professor	1.00	75,031.00
Bogner, Michael P	Professor	1.00	81,155.00
Bolze, Ronald P	Professor	1.00	75,031.00
Brammer, Dawn D	Professor	1.00	75,031.00
Brust, Mathew	Professor	1.00	75,031.00
Buchmann, Ann M	Professor	1.00	75,031.00
Carnot, Mary Jo	Professor	1.00	75,031.00
Cavin, Scott B	Professor	1.00	75,031.00
Donahue, Mary	Professor	1.00	75,774.00
Ellington, H Elisabeth	Professor	1.00	75,031.00
Enos, Karen	Professor	1.00	75,031.00
Evertson, Matthew Q	Professor	1.00	78,497.00
Frink, Teresa	Professor	1.00	75,031.00
Gaudet, Laura B	Professor	1.00	78,843.00
Hardy, Joyce	Professor	1.00	127,295.00
Hoem, Bruce	Professor	1.00	75,031.00
Hoffman, William	Professor	1.00	75,031.00
Hunn, Lorie	Professor	1.00	75,031.00
Keith, Tim J	Professor	1.00	82,967.00
King, Donald R	Professor	1.00	80,383.00
Kirsch, Kathleen C	Professor	1.00	75,031.00
Koehn, James	Professor	1.00	83,531.00
Koza, Richard A	Professor	1.00	91,866.00
Leesch Bogner, Lisette D	Professor	1.00	77,790.00
Leite, Michael B	Professor	1.00	81,161.00
Limbach, Barbara	Professor	1.00	90,058.00
Madsen, Kim A	Professor	1.00	85,083.00
Nobiling, Tracy L	Professor	1.00	90,152.00
Ritzen, Donna R	Professor	1.00	75,031.00
Ritzen, Scott	Professor	1.00	85,586.00
Roweton, William	Professor	1.00	102,483.00
Schreuder, Joel T	Professor	1.00	76,522.00
Smith, Thomas E	Professor	1.00	75,031.00
Stack, Robert V	Professor	1.00	93,760.00
Stephens, Michael	Professor	1.00	75,031.00
Tucker, Thomas Deane	Professor	1.00	78,843.00
Wada, James	Professor	1.00	75,031.00
Watt, Don E	Professor	1.00	78,843.00
Woods, Kathleen E	Professor	1.00	75,031.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b>Sub-Total Professors</b>		<b>40.00</b>	<b>3,251,373.00</b>
Brierly, Robin K	Associate Professor	1.00	63,872.00
Coughlin, Steven M	Associate Professor	1.00	63,872.00
Dusek, Gary A	Associate Professor	1.00	67,943.00
Ellis, Joshua C	Associate Professor	1.00	63,872.00
French-Collins, Shaunda M	Associate Professor	1.00	63,872.00
Hafey, Brooks R	Associate Professor	1.00	63,872.00
Hamaker, Jamie L	Associate professor	1.00	68,744.00
Kinbacher, Kurt E	Associate Professor	1.00	63,872.00
Nesheim, David A	Associate Professor	1.00	66,075.00
Ortega, Irasema	Associate Professor	1.00	58,485.00
Perlinski, Anthony T	Associate Professor	1.00	63,872.00
Tebbs, Shawn M	Associate Professor	1.00	63,872.00
Wilson, Tara A	Associate Professor	1.00	63,872.00
Wojcik, John C	Associate Professor	1.00	68,291.00
<b>Sub-Total Associate Professors</b>		<b>14.00</b>	<b>904,386.00</b>
Akuh, Comfort G	Assistant Professor	1.00	63,038.00
Cox, Kimberly	Assistant Professor	1.00	50,726.00
Denham, Trudy A	Assistant Professor	1.00	50,115.00
Fritz, Allison J	Assistant Professor	1.00	52,531.00
Helmbrecht, Brittany L	Assistant Professor	1.00	54,741.00
Hughes, Adam G	Assistant Professor	1.00	50,430.00
Jones, Markus	Assistant Professor	1.00	51,140.00
Jones, Mary C	Assistant Professor	1.00	52,252.00
Keithly, Mary E	Assistant Professor	1.00	54,633.00
Kim, Pil Joon	Assistant Professor	1.00	58,425.00
McCarthy, Christopher D	Assistant Professor	1.00	58,425.00
Moriasi, Peter A	Assistant Professor	1.00	54,119.00
Moses, Gregory J	Assistant Professor	1.00	60,784.00
Norman, Erin M	Assistant Professor	1.00	54,741.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	63,000.00
VACANT	Assistant Professor	1.00	63,000.00
VACANT	Assistant Professor	1.00	63,000.00
VACANT	Assistant Professor	1.00	57,500.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	59,000.00
VACANT	Assistant Professor	1.00	54,927.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary



Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Puzzo, Richard D	Assistant Professor	1.00	51,720.00
Rapp, Eric E	Assistant Professor	1.00	52,275.00
Rider, Rachelle	Assistant Professor	1.00	53,300.00
Ritzen, Cassandra A	Assistant Professor	1.00	56,319.00
Ritzen, John C	Assistant Professor	1.00	57,893.00
Rovner, Jonathan A	Assistant Professor	1.00	50,105.00
Tibbits, Tawny L	Assistant Professor	1.00	54,325.00
Vogl, Michael	Assistant Professor	1.00	57,473.00
<b>Sub-Total Assistant Professors</b>		<b>33.00</b>	<b>1,854,937.00</b>
Kennedy, Michael	Instructor	1.00	56,487.00
VACANT	Instructor	1.00	45,000.00
VACANT	Instructor	1.00	50,000.00
Rust, Catherine M	Instructor	1.00	48,100.00
Sayaloune, Detsinh	Instructor	1.00	43,721.00
Wood, Terrie L	Instructor	1.00	49,053.00
<b>Sub-Total Instructors</b>		<b>6.00</b>	<b>292,361.00</b>
Kerry, Lucyann S	Lecturer	1.00	60,988.00
<b>Sub-Total Lecturers</b>		<b>1.00</b>	<b>60,988.00</b>
<b>TOTAL FACULTY</b>		<b>94.00</b>	<b>6,364,045.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>NSCPA Professional Staff -- State Supported Positions</u></b>			
Ackerman, Bridget F	Admissions Representative	1.00	39,083.00
Alfred, Stephanie E	Project Coordinator	1.00	37,570.00
Arnold, Jessyca P	Project Coordinator	1.00	37,161.00
Berger, Phillip E	Project Coordinator	1.00	37,579.00
Bila, Robin M	Licensed Student Counselor	1.00	51,954.00
Binkard, Daniel	Digital Graphic Designer	1.00	43,216.00
Blonien, Sharla	Project Coordinator	1.00	37,894.00
Brumbaugh, Torri N	Admissions Representative	1.00	38,950.00
Brummels, Leyna J	Accountant	1.00	41,628.00
Buhr, Jacqueline M	Academic Advisor	1.00	42,750.00
Camerlinck, Angela	Project Coordinator	1.00	39,823.00
Center, Kaleb R	Director-Sports Information	1.00	42,213.00
Conway, Craig E	Publications Specialist	0.20	10,024.00
Conway, Craig E	Publications Specialist	0.80	40,096.00
Cook, Tena	Marketing Coordinator	1.00	72,534.00
Cooper, Cody W	Admissions Representative	1.00	38,950.00
Crofutt, Heather	IT Specialist	1.00	53,581.00
Crofutt, Keith	IT Analyst	1.00	65,398.00
Cummings, Kristol	Project Coordinator	1.00	37,161.00
DeSanti, Bryar M	Assistant Coach	1.00	38,438.00
Dykes, Sarah N	Accountant	1.00	39,021.00
Emerson, Sherrie B	IT Support	1.00	40,710.00
Fernandez, Colette M.	Project Coordinator	1.00	37,894.00
Fullerton, Christine	Librarian-Public Services	1.00	54,063.00
Gaswick, Kaylee R	Admissions Representative	1.00	41,513.00
Gimeson, Merle	Publications Specialist	1.00	60,561.00
Giorgi, Starr	IT Specialist	1.00	58,564.00
Green, Christopher A	Associate Athletic Director	0.84	59,097.00
Green, Christopher A	Associate Athletic Director	0.16	11,257.00
Gudeta, Simon H	IT Technician	1.00	42,655.00
Hartman, Shawn	Librarian-Outreach Services	1.00	69,438.00
Jersild, Craig R	Football Coordinator Defensive	1.00	51,250.00
Johns, Shellie	Coordinator of Conferencing	0.75	38,047.00
Johnson, Roberta J	Extended Campus Program Coordinator	1.00	54,559.00
Junge, Kayla R	IT Analyst	1.00	58,301.00
Kennell, Deena	Director-Internships and Career Services	1.00	68,208.00
Kreis, Earl J	Head Strength and Conditioning Coach	0.90	44,280.00
Kreis, Earl J	Head Strength and Conditioning Coach	0.10	4,920.00
Kuhnel, Kristal S	Director-Health Professions Program	1.00	52,977.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Ledbetter, Elizabeth	Instructional Technology and Design Spec	1.00	65,004.00
Mack, Gatlin C	Admissions Representative	1.00	38,950.00
McAllister, Rebecca A.	Academic Advisor	1.00	46,824.00
Merchen, Chantel M	Financial Aid Counselor	1.00	34,561.00
Mowry, Marianne	Project Coordinator	1.00	39,042.00
Newberg, Pamela J	Head of Technical Services	1.00	61,913.00
Northrup, Megan J	Student Activities Coordinator	0.60	24,579.00
VACANT	IT Specialist	1.00	52,514.00
VACANT	Coordinator of Admissions Services	1.00	34,561.00
Omelanuk, Joy C	Assessment and Accreditation Coordinator	1.00	50,169.00
Pace, Robert A	Accompanist	0.92	42,030.00
Patterson, Jereme	IT Analyst	1.00	64,419.00
Peters, Katherine A	Academic Support Center Coordinator	1.00	51,254.00
Pope, Katelyn D	Project Coordinator	1.00	37,883.00
Rich, Ethan L	Assistant Coach	1.00	36,197.00
Roberts, Alva J	IT Specialist	1.00	52,515.00
Roberts, Eric W	IT Specialist	1.00	52,515.00
Roefeldt, Tjaden T	Project Coordinator	1.00	36,793.00
Rolfsmeier, Steven B	Director-Museum	0.92	64,978.00
Rovner, Caitlin C	Director-Transitional Studies Program	1.00	48,175.00
Ruff, Keri L	Teacher	1.00	30,453.00
Sassaman, Sydnee C	Academic Advisor	1.00	43,775.00
Sasse, Clint R	Assistant Coach	1.00	42,025.00
Sayaloune, Carrie A	Academic Advisor	1.00	42,751.00
Schmid, Andrew	IT Specialist	1.00	54,212.00
Scoggan, Alisha L	Financial Aid Counselor	1.00	35,287.00
Singpiel, Christopher M	Academic Advisor	1.00	42,751.00
Sinn, Laure C	Rangeland Program Coordinator	1.00	59,650.00
Smith, Micah B	Football Coordinator Offensive	1.00	51,250.00
Smith, Sara A	Coordinator of Admissions Services	1.00	43,189.00
Sommerville, Tracy L	Accountant	1.00	40,450.00
Sughroue, Naomi M	Coordinator of Admissions Services	1.00	35,875.00
Turman, Jeff W	Manager-Sports & Recreation Center	0.62	28,146.00
Turman, Jeff W	Manager-Sports & Recreation Center	0.38	17,250.00
Van Vleet, Stefani L	Project Coordinator	1.00	39,221.00
Wellnitz, Eric	IT Specialist	1.00	52,515.00
Welsch, Lisa M	Athletic Trainer	1.00	40,275.00
Winters, Christina J	Licensed Student Counselor	1.00	49,713.00
<b>TOTAL</b>		<b>72.19</b>	<b>3,416,982.00</b>

**NSCPA -- Non-State Supported Positions (Revenue Bond)**

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Boardman, Kris L	Assistant Director-Residence Life	1.00	36,457.00
Cullan, Morgan	Project Coordinator	1.00	37,790.00
Johns, Shellie	Coordinator of Conferencing	0.25	12,683.00
Jons, Channing M	Assistant Director-Residence Life	1.00	36,457.00
Nelson, Mariah S	Assistant Director-Residence Life	1.00	36,457.00
Northrup, Megan J	Student Activities Coordinator	0.40	16,386.00
<b>TOTAL</b>		<b>4.65</b>	<b>176,230.00</b>
<b><u>Professional Staff (Non-Union) -- State Supported Positions</u></b>			
Burk, Ann M	Chief Information Officer	1.00	106,064.00
Collins, Joby D	Associate Chief Information Officer	1.00	76,445.00
DeMersseman, Anne K	Associate Vice President Human Resources	1.00	100,337.00
Diers, Amee S	Assistant Director - Human Resources	0.75	36,756.00
Douglas, Sherry	Associate VP Student Services	1.00	100,337.00
Downs, Lona K	Director - Child Development Center	1.00	36,457.00
Fox, Sabrina M	Assistant Director-Admissions	1.00	49,053.00
Gaswick, Kari J	Vice President Administration & Finance	1.00	130,632.00
Haefele, Jordan M	Budget Director	1.00	58,652.00
Hansen, Jon P	Vice President Enroll Mgt, Mktg & St Svc	1.00	120,572.00
Helmbrecht, Alex	Director of College Relations	1.00	74,960.00
Hernandez, Kimberly J	Human Resources Coordinator	1.00	35,696.00
Hughes, Melany K	Comptroller	1.00	83,178.00
Hunter, Brett C	Head Wrestling Coach	1.00	52,086.00
Karamitros, Luke A	Head Cross Country Coach	1.00	41,000.00
Linegar, Malinda	Director Institutional Research	1.00	69,055.00
Long, Jay B	Head Football Coach	1.00	101,647.00
Luper, Dustin	Head Rodeo Coach	0.70	34,644.00
Luper, Dustin	Head Rodeo Coach	0.30	14,848.00
Margetts, James	Dean	1.00	125,000.00
Miller, Brandon L	Interim Associate VP Teaching & Learning	1.00	95,975.00
Mitchell, Melissa A	Registrar	1.00	79,979.00
Mowry, Harold H	Director of Facilities	0.75	59,985.00
Ness, Kaley J	Head Softball Coach	1.00	47,987.00
Northrup, Riley J	Head Track and Field Coach	1.00	53,319.00
VACANT	Information Services Officer	0.33	29,229.00
VACANT	Interim Director Theatrical Performances	1.00	67,147.00
VACANT	Dean	1.00	125,000.00
VACANT	Head Mens Basketball Coach	1.00	70,500.00

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Pourier, Sheila	Assistant Director-Financial Aid	1.00	51,674.00
Powell, James H	Vice President Academic Affairs	1.00	143,500.00
Raymer, Janet M	Head Womens Basketball Coach	1.00	62,762.00
Smith Jr, Joel R	Athletic Director	1.00	128,838.00
Stadler, Jennifer D	Head Women's Volleyball Coach	0.83	47,961.00
Stadler, Jennifer D	Head Women's Volleyball Coach	0.17	9,823.00
Stein, Lisa A	Director of Admissions	1.00	68,463.00
Tewahade, Tewahade M	Title IX Coordinator	0.60	40,949.00
Toomey, Tamara J	Director-Student Transition & Retention	1.00	60,936.00
Tylee, Thomas B	Director- Office of Academic Success	1.00	68,249.00
Waugh, Wendy	Dean	1.00	125,000.00
Zeller, Lawayne	Director-Field Experiences/Cert Officer	1.00	55,693.00
<b>TOTAL</b>		<b>37.43</b>	<b>2,940,388.00</b>
<b><u>Professional Staff (Non-Union) -- Non-State Supported Positions (Revenue Bond)</u></b>			
Diers, Amee S	Assistant Director - Human Resources	0.25	12,252.00
Mowry, Harold H	Director of Facilities	0.25	19,995.00
Osmotherly, Taylor D	Associate Director Residence Life	1.00	38,823.00
Parker, Samuel B	Assoc Director- Housing & Residence Life	1.00	49,053.00
Stephens, Austen J	Director of Housing & Residence Life	1.00	63,984.00
Tewahade, Tewahade M	Title IX Coordinator	0.40	27,300.00
<b>TOTAL</b>		<b>3.90</b>	<b>211,407.00</b>
<b>TOTAL PROFESSIONAL</b>		<b>118.17</b>	<b>6,745,007.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>NAPE/Support Staff -- State Supported Positions</u></b>			
Adams, Kaitlyn	Office Assistant II	1.00	23,982.00
Ahrens, Tom D	Maintenance Repair Worker III	0.75	25,337.00
Bannan, Brandon L	Custodian	1.00	22,247.00
Barry-Schommer, Brenda D	Office Assistant IV	0.75	40,643.00
Bell, Patrick R.	Maintenance Repair Worker III	0.75	22,274.00
Blanford, Jason S	Maintenance Repair Worker IV	0.75	29,338.00
Bolze, Rebecca K	Office Assistant III	1.00	31,557.00
Bradley, Kimberly A	Accounting Clerk III	1.00	38,065.00
Brennan, Colleen G	Medical Assistant	1.00	27,316.00
Brixius, Brek D	Custodian	1.00	22,893.00
Brott, Darrell J	Custodian	1.00	22,247.00
Carnahan, Melody M	Office Assistant II	0.50	18,717.00
Carnahan, Melody M	Office Assistant II	0.50	18,717.00
Clark, Kim D	Custodian	1.00	25,416.00
Cravey, Steven D	Maintenance Repair Worker III	0.75	22,274.00
Denham, Kyle	Custodian	1.00	23,415.00
Dinstel, Jonni K	Office Assistant II	1.00	23,929.00
Doescher, Randy	Maintenance Repair Worker III	0.75	27,581.00
Downs, Joanne	Office Assistant II	1.00	34,070.00
Draper, David E	Maintenance Repair Worker II	1.00	25,677.00
Frahm, Jason J	Electrician	0.75	27,305.00
Frear, Donald J	Maintenance Repair Worker II	1.00	25,677.00
Fry, Jeremy J	Maintenance Repair Worker IV	1.00	39,117.00
Humphrey, Jessica J	Office Assistant II	1.00	25,361.00
Hunn, David D	Maintenance Repair Worker III	0.75	25,404.00
James, Casey	Maintenance Repair Worker IV	0.75	32,960.00
Kern, Silas Wade	Maintenance Repair Worker IV	1.00	56,950.00
Knaub, Nancy C	Custodian	1.00	25,416.00
Krotz, Gregory J	Maintenance Repair Worker II	1.00	27,867.00
Kuhnel, Lorin	Maintenance Repair Worker IV	1.00	53,715.00
Liston, Clarisa A	Accounting Clerk III	1.00	28,367.00
Magnusson, Dallas M	Accounting Clerk II	1.00	24,088.00
Malone, Velinda	Custodian	1.00	31,731.00
McCarthy, Tyler A	Office Assistant II	1.00	24,637.00
McCoy, Sarah	Mail Clerk	1.00	22,893.00
McCusker, Roxann L	Office Assistant II	1.00	27,316.00
Medigovich, Tara A	Custodian	1.00	22,247.00
Mendyka, Jennifer L	Office Assistant III	1.00	27,644.00
Miller, Valerie A	Office Assistant III	1.00	27,644.00
Mitchell, Kay L	Office Assistant II	1.00	30,679.00
Mittleider, Stacie	Office Assistant II	1.00	30,682.00

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Mracek, Patricia	Office Assistant II	1.00	32,928.00
VACANT	Office Assistant III	1.00	35,467.00
VACANT	Custodian	1.00	22,247.00
Olivas, Johnnie J	Maintenance Repair Worker III	0.75	35,887.00
Perlinski, Paula S	Office Assistant III	1.00	33,427.00
Petersen, Brooke E	Custodian	1.00	22,247.00
Pickering, Joshua P	Maintenance Repair Worker II	1.00	27,137.00
Raben, Shane A	Custodian	1.00	24,569.00
Roberts, Casey	Electrician Master	0.75	35,452.00
Schefcik, Karma	Custodial Leader	1.00	32,933.00
Schrader, Andrew L	Maintenance Repair Worker IV	0.75	29,238.00
Simmons, George A	Custodian	0.50	12,456.00
Smart, Brandon A	Custodian	1.00	22,247.00
Snitily, Emily R	Office Assistant III	1.00	27,644.00
Speirs, Christopher A	Custodian	1.00	25,416.00
Turman, Bridget S	Custodian	1.00	35,455.00
Walczyk, Anthony P	Maintenance Repair Worker III	0.75	22,921.00
Walgren, Cynthia S	Accounting Clerk III	1.00	43,269.00
Weber, Steve L	Maintenance Repair Worker II	1.00	33,191.00
White Eagle, Deann M	Custodian	1.00	22,247.00
Zuver, Donald	Maintenance Repair Worker III	1.00	32,364.00
Zuver, Tammy S	Accounting Clerk II	1.00	27,316.00
<b>TOTAL</b>		<b>58.25</b>	<b>1,799,453.00</b>

**NAPE/Support Staff -- Non-State Supported Positions (Revenue Bond)**

Ahrens, Tom D	Maintenance Repair Worker III	0.25	8,445.00
Ainslie, Melvin	Custodian	1.00	36,989.00
Barry-Schommer, Brenda D	Office Assistant IV	0.25	13,548.00
Bell, Patrick R.	Maintenance Repair Worker III	0.25	7,425.00
Blanford, Jason S	Maintenance Repair Worker IV	0.25	9,779.00
Bohnenkamp, Barbara K	Custodian	1.00	25,416.00
Cravey, Steven D	Maintenance Repair Worker III	0.25	7,424.00
Damico, Nicolas	Custodian	1.00	22,247.00
Doescher, Randy	Maintenance Repair Worker III	0.25	9,193.00
Dusek, Sarah	Custodian	1.00	22,247.00
Fankhauser, Rose M	Custodian	1.00	24,569.00
Frahm, Jason J	Electrician	0.25	9,102.00
Hunn, David D	Maintenance Repair Worker III	0.25	8,468.00
James, Casey	Maintenance Repair Worker IV	0.25	10,987.00
McKinnon, Kenneth W	Custodian	1.00	30,875.00
VACANT	Custodian	1.00	22,247.00
Olivas, Johnnie J	Maintenance Repair Worker III	0.25	11,963.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Overshiner, Kelly L	Custodian	1.00	25,415.00
Robbins, Ronald R	Custodian	1.00	24,148.00
Roberts, Casey	Electrician Master	0.25	11,817.00
Schrader, Andrew L	Maintenance Repair Worker IV	0.25	9,746.00
Simmons, George A	Custodian	0.50	12,456.00
Toof, Justin JM	Custodian	1.00	22,247.00
Walczyk, Anthony P	Maintenance Repair Worker III	0.25	7,640.00
<b>TOTAL</b>		<b>13.75</b>	<b>394,393.00</b>
<b><u>Support Staff (Non-Union) -- State Supported Positions</u></b>			
Anderson, Pamela J	Secretary To The President	1.00	54,203.00
Baumann, M Todd	Maintenance Manager	1.00	57,784.00
Diehl, Robert G	Maintenance Manager	0.75	33,095.00
Hunt, Mark D	Security Supervisor	0.75	34,089.00
Mays, Lucinda W	Grounds Supervisor	1.00	48,944.00
VACANT	Office Assistant II	0.50	14,967.00
Strotheide, Kristavia	Office Assistant II	1.00	27,573.00
<b>TOTAL</b>		<b>6.00</b>	<b>270,655.00</b>
<b><u>Support Staff (Non-Union)-Non State Supported Positions (Revenue Bond)</u></b>			
Diehl, Robert G	Maintenance Manager	0.25	11,031.00
Hunt, Mark D	Security Supervisor	0.25	11,363.00
<b>TOTAL</b>		<b>0.50</b>	<b>22,394.00</b>
<b>TOTAL SUPPORT STAFF</b>		<b>78.50</b>	<b>2,486,895.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary



**Chadron State College**

Employee Name	Rank or Position Title	2020-21 FTE	2020-21 Base Salary
<b><u>NSCPA -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Dressel, Sonja	Licensed Student Counselor	0.83	44,388
Lewin, Amanda	Retention Specialist	0.93	36,772
	<b>Subtotal</b>	<b>1.76</b>	<b>81,160</b>
<b><u>Professional Staff (Non-Union) -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Barry, Heather	Academic Advisor	1.00	42,753
Gaston, Bradley	Academic Advisor	0.50	21,376
Magnusson, Claudia	Academic Advisor	0.50	25,676
Schaer, Jennifer	Project Director, TRIO	1.00	54,956
Vacant	Project Director, Upward Bound	1.00	58,015
	<b>Subtotal</b>	<b>4.00</b>	<b>202,776</b>
<b><u>Support Staff (Non-Union) -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Stroup, Stephanie	Office Assistant II	0.50	14,968
Wittrock, Jennifer	Office Assistant I	0.50	13,382
Vacant	Office Assistant II	0.42	9,931
	<b>Subtotal</b>	<b>1.42</b>	<b>38,281</b>
	<b>Total Federal Positions</b>	<b>7.18</b>	<b>322,217</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>Professional Staff (Non-Union) -- State Supported Positions</u></b>			
Divel, Kristin J	General Counsel/Vice Chan Employee Rel	1.00	146,086.00
Dunkle, Michael E	System Data Analyst & Reports Developer	1.00	65,673.00
Eash, Matthew S	Director of Financial Operations	1.00	74,647.00
Hotovy, Steven P	Vice Chancellor Facil/Info Tech	1.00	136,379.00
Kupper, Jodi	Vice Chancellor Acad. Planning & Partner	1.00	137,796.00
Melton, Angela D	Vice Chancellor Std Affairs/Risk Mgmt	1.00	122,634.00
Murphy, Carolyn S	Vice Chancellor Administration/Finance	1.00	146,086.00
Sinclair, Taylor A	System Director for Title IX	1.00	73,517.00
Vogt, Kara L	Human Resources Specialist	1.00	80,382.00
Wunderlich, Christina L	Director of Systemwide Accounting	1.00	85,311.00
Yorges, Judith L	Dir External Relations & Communications	1.00	66,625.00
<b>TOTAL</b>		<b>11.00</b>	<b>1,135,136.00</b>
<b>TOTAL PROFESSIONAL</b>		<b>11.00</b>	<b>1,135,136.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
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**Support Staff (Non-Union) -- State Supported Positions**

Glass, Lori M	Staff Assistant II	1.00	45,030.00
Olson, Lynne M	Administrative Assistant/Office Manager	1.00	55,401.00
<b>TOTAL</b>		<b>2.00</b>	<b>100,431.00</b>
<b>TOTAL SUPPORT STAFF</b>		<b>2.00</b>	<b>100,431.00</b>

Attachment: Employee Salary Recommendations (2727 : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b>Faculty -- State Supported Positions</b>			
Citrin, Anthony K	Professor	1.00	102,254.00
Clopton, Richard E	Professor	1.00	86,805.00
Crook, Sara B	Professor	1.00	84,582.00
Goebel-Lundholm, Mary C	Professor	1.00	83,211.00
Grotrian, Sheri	Professor	1.00	75,031.00
Hutchison, Christy L	Professor	1.00	78,910.00
Nevitt, James R	Professor	1.00	76,523.00
Ruskamp, Judith J	Professor	1.00	75,031.00
Ryan, Kyle C	Professor	1.00	75,031.00
Welsh, Dennis W	Professor	1.00	80,467.00
<b>Sub-Total Professors</b>		<b>10.00</b>	<b>817,845.00</b>
Ahmad, Gul	Associate Professor	1.00	72,492.00
Bartlett, Jacob K	Associate Professor	1.00	64,129.00
Bittner, Gina L	Associate Professor	1.00	65,431.00
Galardi, Gregory M	Associate Professor	1.00	76,076.00
Gardner, Kelli A	Associate Professor	1.00	63,873.00
Hill, Matthew P	Associate Professor	1.00	63,872.00
Kingsley, Kelly A	Associate Professor	1.00	69,676.00
Lynott III, Francis J	Associate Professor	1.00	65,084.00
McCauley, Laura J	Associate Professor	1.00	63,872.00
Seay, Darolyn D	Associate Professor	1.00	63,872.00
<b>Sub-Total Associate Professors</b>		<b>10.00</b>	<b>668,377.00</b>
Curtis, Kenneth A	Assistant Professor	1.00	63,550.00
Folske Starlin, Helane M	Assistant Professor	1.00	61,462.00
Hicks, Charles E	Assistant Professor	1.00	58,941.00
Huddle, Stephanie C	Assistant Professor	1.00	55,863.00
Ingram, Robert L	Assistant Professor	1.00	64,663.00
Khatri, Ananta	Assistant Professor	1.00	59,450.00
Lippman, Laura J	Assistant Professor	1.00	59,531.00
Mahan, Amber N	Assistant Professor	1.00	61,696.00
Moore, Susan A	Assistant Professor	1.00	56,825.00
Nehls, Kathleen A	Assistant Professor	1.00	56,519.00
Netzer, Nathan L	Assistant Professor	1.00	57,585.00
Nies, Kristi	Assistant Professor	1.00	61,297.00
VACANT	Assistant Professor	1.00	53,500.00
VACANT	Assistant Professor	1.00	60,500.00
VACANT	Assistant Professor	1.00	62,500.00
VACANT	Assistant Professor	1.00	62,500.00
Ocal, Turkan	Assistant Professor	1.00	59,450.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Phillips, Jason C	Assistant Professor	1.00	55,863.00
Post, Felicity M	Assistant Professor	1.00	59,531.00
Vogt, Spencer R	Assistant Professor	1.00	63,278.00
Walsh, Shana M	Assistant Professor	1.00	59,531.00
Woodworth, Jody D	Assistant Professor	1.00	68,675.00
Wright, Benjamin Jude	Assistant Professor	1.00	58,941.00
<b>Sub-Total Assistant Professors</b>		<b>23.00</b>	<b>1,381,651.00</b>
Bartlett, Heidi Jo B	Instructor	1.00	56,519.00
Gleason, Matthew B	Instructor	1.00	65,776.00
Griffin, Kenneth B	Instructor	1.00	70,886.00
Hayes, Daniel F	Instructor	1.00	59,137.00
Kathol, Maxwell R	Instructor	1.00	55,683.00
Myers, Kenneth L	Instructor	1.00	60,286.00
Parriott, Lisa L	Instructor	1.00	57,346.00
Tangen, Cassandra Kay	Instructor	1.00	51,186.00
Weitzenkamp, Cassandra J	Instructor	1.00	62,009.00
Westerlin, Sara A	Instructor	1.00	60,049.00
<b>Sub-Total Instructors</b>		<b>10.00</b>	<b>598,877.00</b>
<b>TOTAL FACULTY</b>		<b>53.00</b>	<b>3,466,750.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>NSCPA Professional Staff -- State Supported Positions</u></b>			
Barrett, Amy S	Distance Learning Coordinator	1.00	34,672.00
Behrends, Kimberly H	Athletic Trainer	1.00	40,275.00
Blevins, Matthew J	IT Lead	1.00	76,199.00
Buscher, Kristin J	Director-Assessment	1.00	80,795.00
Clopton, Debra T	Laboratory Coordinator	0.75	31,991.00
Cook, Hannah M	Coordinator of Admissions Services	1.00	34,561.00
Davis, Tracy R	Educ Supp & Dis Scvs Coord	1.00	45,701.00
Dierking, Phyllis L	Project Coordinator	1.00	38,290.00
Eberly, Jamie D	Licensed Student Counselor	0.84	46,852.00
Eickhoff, Ashleigh N	Coordinator of Admissions Services	1.00	39,043.00
Haveman, Debra	IT Analyst	1.00	59,261.00
Hicks, Skye B	Academic Advisor	1.00	43,563.00
Holleran, Ian M	Assistant Coach	1.00	36,197.00
Holmes, Stephanie D	Director-Field Experiences/Cert Officer	1.00	55,986.00
Hull, Brandi J	Digital Graphic Designer	1.00	39,871.00
Jensen, Samantha A	Distance Learning Coordinator	1.00	34,672.00
Jones, Sherry M	Assessment and Accreditation Coordinator	1.00	45,259.00
Kamenar, Tereza A	Project Coordinator	1.00	38,965.00
Karel, Curtis M	IT Analyst	1.00	63,038.00
Kincaid, James R	Financial Aid Counselor	1.00	34,561.00
Kindle, Reginald	Assistant Coach	1.00	36,197.00
Koso, Maureen C	Coordinator of Admissions Services	1.00	34,561.00
Kreifels, Kaylee A	Director-Accounting	1.00	55,743.00
Lickteig, Denise M	Financial Aid Counselor	1.00	34,561.00
Lutz, Brenda G	Project Coordinator	1.00	38,328.00
Miller, Julie K	Project Coordinator	1.00	36,790.00
Moore, Janell A	Licensed Student Counselor	0.84	43,295.00
VACANT	Distance Learning Coordinator	1.00	34,671.00
VACANT	Financial Aid Counselor	1.00	34,561.00
VACANT	Assistant Coach	1.00	36,197.00
VACANT	Football Coordinator-Defensive	1.00	44,921.00
VACANT	Assistant Coach	1.00	36,197.00
VACANT	Assistant Coach	1.00	36,197.00
Peters, Madison N	Assistant Coach	1.00	37,697.00
Pugh, Debra J	Assistant Director-Financial Aid	1.00	42,016.00
Rinne, Heather R	Assistant Registrar	1.00	40,168.00
Seidl, Angela Dene	Project Coordinator	1.00	37,303.00
Sheley, Vickie Lee	Athletic Trainer	1.00	49,512.00
Shirley, Amy E	IT Analyst	1.00	58,301.00
Stinman, Elizabeth R	Accompanist	0.84	33,446.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Tynon, Katherine A	IT Specialist	1.00	62,644.00
Van Der Kamp, Brandy J	Project Coordinator	1.00	37,841.00
Victor, Jaymi M	IT Specialist	1.00	52,515.00
Volker, Emily J	Project Coordinator	1.00	38,290.00
VonBergen, Annette R	Project Coordinator	1.00	36,790.00
Wegener, Austin C	Coordinator of Admissions Services	1.00	34,636.00
Williams, Ashley A	IT Specialist	1.00	52,515.00
Williams, Susanne L	Retention Specialist	1.00	45,701.00
<b>TOTAL</b>		<b>47.27</b>	<b>2,081,346.00</b>

**NSCPA -- Non-State Supported Positions (Revenue Bond)**

Edwards, Clara EA	Assistant Director-Residence Life	1.00	36,457.00
Oestmann, Amy	Project Coordinator	1.00	36,790.00
Sanders, Loyd K	Assistant Director-Residence Life	1.00	36,457.00
<b>TOTAL</b>		<b>3.00</b>	<b>109,704.00</b>

**Professional Staff (Non-Union) -- State Supported Positions**

Albury, Renetta J	Head Women's Basketball Coach	1.00	55,453.00
Albury, Wayne K	Athletic Director	1.00	92,250.00
Beardslee, Eugene A	Chief Information Officer	1.00	105,386.00
Blobaum, Kevin M	Director of Distance Education	1.00	73,019.00
Borchers, Timothy A	Vice President Academic Affairs	1.00	146,045.00
Bridgmon, Angela R	Human Resources Coordinator	1.00	46,824.00
Cade, Eulanda	Director Of Human Resources	1.00	88,956.00
Cammack, Cindy J	Director - Admission	1.00	76,925.00
Clifton, Delyn B	Associate Chief Information Officer	1.00	80,187.00
Creehan, Casey M	Head Football Coach	1.00	69,315.00
Dorman, Jesse A	Vice President Enrollment Mgt & Stdt Aff	1.00	119,435.00
Dunekacke, Jari A	Assistant Director-Admissions	1.00	46,526.00
Felderman, Laurie A	Head Volleyball Coach	1.00	51,954.00
Harshbarger, Ted L	Associate Athletic Director	1.00	71,700.00
Hinrichs, Paul E	Dean	1.00	113,468.00
Hogue, Jason R	Director of Marketing & Communications	1.00	74,696.00
Hutson, Crystal M	Director- Student Activities and Program	0.77	37,681.00
Ludwig, Robert C	Head Men's Basketball Coach	1.00	52,252.00
Meier, Veronica J	Director of the Library	1.00	84,331.00
Melvin, Brent	Head Athletic Trainer	1.00	57,365.00
VACANT	Registrar	1.00	72,874.00
VACANT	Dean	1.00	108,000.00

Attachment: Employee Salary Recommendations (2727 : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
VACANT	Dean	1.00	108,000.00
VACANT	Head Baseball Coach	1.00	48,779.00
VACANT	Assistant to the VPAF	1.00	65,000.00
VACANT	Director of Business Services	1.00	58,050.00
Reeves, Darrin E	Director Of Facility Services	1.00	76,875.00
Rogers, Sarah E	Director Of Financial Aid	1.00	74,825.00
Seay, Gregory Wayne	Dean	1.00	115,000.00
Thielen, Matthew C	Dean of Student Life	0.33	28,747.00
Thomason, James L	Head Softball Coach	1.00	49,587.00
White, Debbie A	Vice President Administration & Finance	1.00	130,632.00
Willey, Randall J	Comptroller	1.00	94,376.00
<b>TOTAL</b>		<b>32.10</b>	<b>2,574,513.00</b>
<b>Professional Staff (Non-Union) -- Non-State Supported Positions (Revenue Bond)</b>			
Hutson, Crystal M	Director- Student Activities and Program	0.23	10,928.00
Neveau, Adam S	Director of Residence Life	1.00	51,675.00
Thielen, Matthew C	Dean of Student Life	0.67	58,366.00
<b>TOTAL</b>		<b>1.90</b>	<b>120,969.00</b>
<b>TOTAL PROFESSIONAL</b>		<b>84.27</b>	<b>4,886,532.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary



Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
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**NAPE/Support Staff -- State Supported Positions**

Abrahams, Susan K	Library Technician	1.00	32,933.00
Baier, Robert L	Custodian	1.00	22,335.00
Bents, Jacob A	Maintenance Repair Worker III	1.00	29,908.00
Boden, Daniel M	Maintenance Repair Worker III	1.00	38,090.00
Bush, Breanna R	Office Assistant II	1.00	23,929.00
Cole, Amanda C	Office Assistant IV	1.00	37,157.00
Connelly, Marshall F	Custodial Leader	1.00	25,677.00
Cubrich, Mary L	Custodian	1.00	22,247.00
Cummins, Dana	Custodial Leader	0.75	27,195.00
DeBuhr, Jennifer L	Accounting Clerk III	1.00	28,449.00
Edris, Malinda L	Office Assistant III	1.00	46,703.00
Goering, Kenneth L	Maintenance Repair Worker II	1.00	29,326.00
Horstmann, Theresa M	Office Assistant II	1.00	23,929.00
Isaacs, Noah B	Custodian	1.00	22,247.00
Kohlleppel, Monica A	Office Assistant II	1.00	23,929.00
Mangnall, Richard W	Maintenance Repair Worker III	1.00	38,090.00
Mather, Laura M	Library Technician	1.00	26,429.00
Neeman, Raymond C	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Accounting Clerk III	1.00	27,644.00
VACANT	Office Assistant II	1.00	23,929.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Custodian	1.00	22,247.00
VACANT	Custodian	1.00	22,247.00
Riehle, Thomas L	Maintenance Repair Worker III	1.00	29,698.00
Stovall, Dana J	Office Assistant IV	1.00	36,388.00
Trail, Brenda K	Office Assistant IV	1.00	45,455.00
Whisler, Jackie R	Custodian	1.00	28,540.00
Winkelhake, Tracey	Financial Aid Technician	1.00	35,889.00
Wren, Todda M	Maintenance Repair Worker II	1.00	29,214.00

**TOTAL** **30.75** **902,532.00**

**NAPE/Support Staff -- Non-State Supported Positions (Revenue Bond)**

Ascheman, April D	Security Officer II	1.00	32,764.00
Buchholz, Heike J	Custodian	1.00	22,471.00
Cummins, Dana	Custodial Leader	0.25	9,066.00
Dowdy, David E	Maintenance Repair Worker III	1.00	30,757.00
Downing, James R	Maintenance Repair Worker II	1.00	25,677.00
Eickhoff, Sarah C	Custodian	1.00	22,247.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Furnas, Kelly L	Custodian	1.00	36,268.00
Heywood, Mark R	Security Officer II	0.75	24,733.00
Martin, Michael P	Security Officer II	0.75	23,694.00
Villeneuve, Jeremiah J	Maintenance Repair Worker II	1.00	27,225.00
<b>TOTAL</b>		<b>8.75</b>	<b>254,902.00</b>
<b><u>Support Staff (Non-Union) -- State Supported Positions</u></b>			
Arena, Cameron M	Custodian	0.50	11,123.00
Bailey, Keith D	Assistant Director-Facility Services	1.00	61,500.00
Mincer, Amy L	Secretary To The President	1.00	48,996.00
VACANT	Custodian	0.50	11,123.00
<b>TOTAL</b>		<b>3.00</b>	<b>132,742.00</b>
<b><u>Support Staff (Non-Union)-Non State Supported Positions (Revenue Bond)</u></b>			
VACANT	Custodian	0.50	11,123.00
Robertson, Timothy D	Security Supervisor	1.00	44,156.00
<b>TOTAL</b>		<b>1.50</b>	<b>55,279.00</b>
<b>TOTAL SUPPORT STAFF</b>		<b>44.00</b>	<b>1,345,455.00</b>

Attachment: Employee Salary Recommendations (2727 : Acceptance of Employee Salary

Peru State College

Employee Name	Rank or Position Title	2020-21 FTE	2020-21 Base Salary
<b><u>NSCPA - Non-State Supported Positions (Federal Restricted)</u></b>			
Kaiser, Michelle	Student Intervention Coordinator	0.89	36,709
Groff, Peggy	Student Intervention Coordinator	0.84	44,684
Platt, Michael	Student Intervention Coordinator	0.89	37,260
	<b>Subtotal</b>	<b>2.62</b>	<b>118,653</b>
<b><u>Professional Staff Non-Union - Non-State Supported Positions (Federal Restricted)</u></b>			
Jones, Vicky	TRIO Program Director	1.00	66,482
	<b>Subtotal</b>	<b>1.00</b>	<b>66,482</b>
	<b>Total Federal Positions</b>	<b>3.62</b>	<b>185,134</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>Faculty -- State Supported Positions</u></b>			
Agoumba, Darius	Professor	1.00	75,031.00
Alexander, William A	Professor	1.00	84,584.00
Arneson, Patricia M	Professor	1.00	102,543.00
Barnes, Johanna S	Professor	1.00	75,031.00
Benson, Vaughn L	Professor	1.00	105,000.00
Bertolas, Randy J	Professor	1.00	82,967.00
Blankenau, Martin J	Professor	1.00	79,608.00
Bohnert, David A	Professor	1.00	76,903.00
Bondhus, Joann E	Professor	1.00	108,141.00
Brufat, Alan	Professor	1.00	95,447.00
Butler, Katherine M	Professor	1.00	125,622.00
Cacheiro, Adolfo J	Professor	1.00	76,903.00
Christensen, Douglas P	Professor	1.00	78,843.00
Conley, Donovan S	Professor	1.00	99,258.00
Cupp, Rodney	Professor	1.00	75,031.00
Curnyn, Molly	Professor	1.00	75,031.00
Davis, Adam N	Professor	1.00	75,031.00
Dendinger, Laura L	Professor	1.00	81,989.00
Engbretsen, Barbara J	Professor	1.00	79,630.00
Ettel, Mary L	Professor	1.00	86,973.00
Fox, Kristi R	Professor	1.00	75,031.00
Garden, Randa S	Professor	1.00	75,031.00
Garvin, Sharon K	Professor	1.00	79,725.00
Garvin, Timothy P	Professor	1.00	90,992.00
Geisert, Cameron M	Professor	1.00	75,031.00
Hammer, Mark F	Professor	1.00	81,161.00
Harms, Sally R	Professor	1.00	77,287.00
Hickey, Donald R	Professor	1.00	108,141.00
Hill, Kevin	Professor	1.00	109,709.00
Irlmeier, Joni L	Professor	1.00	75,031.00
Karr, Paul A	Professor	1.00	83,765.00
Karsky, Jason L	Professor	1.00	78,037.00
Kietzmann, Glenn E	Professor	1.00	89,732.00
Langdon, Jennifer	Professor	1.00	75,031.00
Langlie-Willers, Pamela	Professor	1.00	75,031.00
Lawrence, Gloria J	Professor	1.00	90,658.00
Lutt, Patricia L	Professor	1.00	81,530.00
Maas, Chad	Professor	1.00	75,031.00
Marek, Michael	Professor	1.00	75,774.00
McCue, Robert O	Professor	1.00	113,551.00
Miller, Daniel J	Professor	1.00	81,506.00

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Nelson, Jeryl L	Professor	1.00	88,712.00
Newcomb, Lori A	Professor	1.00	75,031.00
Nicholson, Lori	Professor	1.00	75,031.00
Parker, Charles J	Professor	1.00	84,867.00
Pearcy, Shawn D	Professor	1.00	80,383.00
Peitz, David J	Professor	1.00	80,383.00
Ras, Gerard Jm	Professor	1.00	80,262.00
Rawlings, Lesli M	Professor	1.00	75,031.00
Snowden, Monica A	Professor	1.00	78,843.00
Weixelman, Joseph	Professor	1.00	75,031.00
Whitt, Deborah L	Professor	1.00	88,460.00
Young, Todd S	Professor	1.00	78,843.00
Zardeneta, Gustavo	Professor	1.00	75,031.00
<b>Sub-Total Professors</b>		<b>54.00</b>	<b>4,542,259.00</b>
Albracht, Carolyn A	Associate Professor	1.00	63,872.00
Aleman, Lidice	Associate Professor	1.00	63,872.00
Allen, Jeffrey C	Associate Professor	1.00	72,157.00
Armstrong, Matthew A	Associate Professor	1.00	63,872.00
Calkin, Joshua	Associate Professor	1.00	63,872.00
Christensen, Chad M	Associate Professor	1.00	63,872.00
Colvard, Robert E	Associate Professor	1.00	63,872.00
Doctorman, Lindsey J	Associate Professor	1.00	66,984.00
Elliott, Mary R	Associate Professor	1.00	67,059.00
Erwin, Carol J	Associate Professor	1.00	63,872.00
Farr, Sarah K	Associate Professor	1.00	63,872.00
Fox, Francine M	Associate Professor	1.00	62,000.00
Fox, Phillip D	Associate Professor	1.00	63,872.00
Haakenson, Matthew A	Associate Professor	1.00	63,872.00
Haslit, Andrew J	Associate Professor	1.00	63,872.00
Knezevic, Branislava	Associate Professor	1.00	63,872.00
Kolbeck, Karl F	Associate Professor	1.00	63,872.00
Kuchta, Mary J	Associate Professor	1.00	63,872.00
Kufner, Brian E	Associate Professor	1.00	66,401.00
Lemmon, Sarah E	Associate Professor	1.00	63,872.00
Lueders, Allyn M	Associate Professor	1.00	63,872.00
Marcellus, Stephanie A	Associate Professor	1.00	63,872.00
Miller-Niles, Angela M	Associate Professor	1.00	63,872.00
Morales, Teresa F	Associate Professor	1.00	63,872.00
Pease, Craig W	Associate Professor	1.00	68,733.00
Peekenschneider, Danielle N	Associate Professor	1.00	63,872.00
Piersanti, Joshua R	Associate Professor	1.00	63,872.00
Price, Jason R	Associate Professor	1.00	59,450.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Walsh, Sara J	Associate Professor	1.00	63,872.00
Wanek, Lisa M	Associate Professor	1.00	63,872.00
Weixelman, Chris Tee	Associate Professor	1.00	63,872.00
Zavada, Maria R	Associate Professor	1.00	63,872.00
<b>Sub-Total Associate Professors</b>		<b>32.00</b>	<b>2,059,584.00</b>
Begley, Brian P	Assistant Professor	1.00	53,513.00
Boughn, Alison M	Assistant Professor	1.00	53,104.00
Browning, Thomas D	Assistant Professor	1.00	54,385.00
Hanson, Brian R	Assistant Professor	1.00	53,852.00
Kolterman, Trisha G	Assistant Professor	1.00	58,652.00
Kunz, Rachel E	Assistant Professor	1.00	54,325.00
Legler, Christian E	Assistant Professor	1.00	54,385.00
McLaughlin, Lindsay A	Assistant Professor	1.00	63,038.00
Mitchell, Alexander J	Assistant Professor	1.00	53,351.00
Nelsen, Kristina M	Assistant Professor	1.00	51,000.00
VACANT	Assistant Professor	1.00	54,000.00
VACANT	Assistant Professor	1.00	57,000.00
VACANT	Assistant Professor	1.00	60,000.00
VACANT	Assistant Professor	1.00	50,200.00
Reed, Dustin H	Assistant Professor	1.00	56,375.00
Ruth, Rusty W	Assistant Professor	1.00	51,250.00
Scruggs, Leigh A	Assistant Professor	1.00	56,375.00
Sieh, Michael J	Assistant Professor	1.00	62,500.00
Simmons, Midge M	Assistant Professor	1.00	58,000.00
Uhing, Robert H	Assistant Professor	1.00	58,652.00
Vander Weil, Gregory P	Assistant Professor	1.00	73,842.00
Viall, Elizabeth K	Assistant Professor	1.00	56,500.00
Vilkas, Benjamin J	Assistant Professor	1.00	54,633.00
White, Michael G	Assistant Professor	1.00	53,300.00
Wormington, Jillian D	Assistant Professor	1.00	56,375.00
<b>Sub-Total Assistant Professors</b>		<b>25.00</b>	<b>1,408,607.00</b>
DeBoer, Buffany D	Instructor	1.00	49,254.00
Dorcey, Jean M	Instructor	1.00	48,000.00
Fisher, Jeffrey G	Instructor	1.00	61,500.00
Hix, David P	Instructor	1.00	53,319.00
Johnson, Deborah L	Instructor	1.00	59,531.00
Lindsay, Alan C	Instructor	1.00	65,600.00
Listerfelt, Nicole J	Instructor	1.00	48,000.00
McCawley, Paul F	Instructor	1.00	45,177.00
Meyer, Jeffrey Reed	Instructor	1.00	62,038.00
Mitchell, Daniel S	Instructor	1.00	65,600.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
VACANT	Instructor	1.00	56,500.00
Post, Cassandra L	Instructor	1.00	44,255.00
<b>Sub-Total Instructors</b>		<b>12.00</b>	<b>658,774.00</b>
Fritz, David L	Lecturer	1.00	51,250.00
VACANT	Lecturer	1.00	44,000.00
<b>Sub-Total Lecturers</b>		<b>2.00</b>	<b>95,250.00</b>
<b>TOTAL FACULTY</b>		<b>125.00</b>	<b>8,764,474.00</b>

Attachment: Employee Salary Recommendations (2727 : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>NSCPA Professional Staff -- State Supported Positions</u></b>			
Armstrong, Shelly M	Accompanist	1.00	41,683.00
Backer, Jacqueline A	Project Coordinator	1.00	45,982.00
Bargholz, Darin	IT Specialist	1.00	52,515.00
Baron, Mark A	Assistant to the Dean	1.00	57,414.00
Bird, Kathleen L	Nurse	0.88	47,986.00
Brandow, Jennifer D	Assistant to the Dean	1.00	48,324.00
Broberg, Amanda R	Graphic Designer	1.00	40,445.00
Calhoun, Leslie A	Financial Aid Counselor	1.00	34,561.00
Canham, Jennifer K	Coordinator of Admissions Services	1.00	41,000.00
Clark, Kirk R	Assistant Coach	0.83	34,131.00
Darnell, Kenneth Grant	Head Strength & Conditioning Coach	1.00	51,630.00
Davis, Roberto	Assistant Coach	1.00	44,075.00
Denklau, Susan K	Accountant	1.00	46,112.00
DePew, Kimberly M	Assistant Coach	1.00	52,057.00
Derechailo, Melissa	Theatre Technician	0.88	47,950.00
Duke, Andrew R	IT Technician	1.00	43,079.00
Elfers, Edmund B	Director-Teaching & Learning	1.00	94,027.00
Finke, Alyssa O	Athletic Trainer	1.00	40,275.00
Goeden, Henry J	Coordinator of Admissions Services	1.00	40,450.00
Grosz, Michael T	Director-Sports Information	1.00	50,750.00
Gubbels, Amanda E	Admissions Representative	1.00	35,875.00
Guzman, Veronica V	Coordinator of Admissions Services	1.00	43,201.00
Halsey, Jayne E	Licensed Student Counselor	0.90	53,813.00
Hanson, Pamela Fay	Graphic Designer	1.00	46,824.00
Hartnett, Daniel P	Coordinator of Admissions Services	1.00	41,056.00
Hirschman, Dawn R	Assistant to the Dean	1.00	57,221.00
Hix, Karla	Assistant Registrar	1.00	52,531.00
Hjorth, Jacob C	Admissions Representative	1.00	36,772.00
Holdsworth, Tara M	Educational Support and Disability Coord	1.00	46,125.00
Janke, Kathy K	Coordinator of Admissions Services	1.00	39,946.00
Johnson, Jennifer L	IT Specialist	1.00	52,515.00
Keen, Rebecca S	Extended Campus Program Coordinator	1.00	50,430.00
Keino, Leah C	Director-Multicultural and Intl Program	1.00	63,103.00
Kemnitz, Jeni K	Athletic Business Manager	1.00	54,633.00
Knight, Valerie R	Librarian-Reference	1.00	53,556.00
Krueger, Jacob R	IT Analyst	1.00	58,301.00
Kucera, Loren L	Director-NBDC	0.09	6,831.00
Kunz, Zachary T	IT Specialist	1.00	52,515.00
Lemke, Max A	IT Specialist	1.00	52,515.00
Loftis, Charissa A	Librarian-Reference	1.00	54,970.00



Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Masters, Logan M	Football Coordinator Offensive	1.00	56,151.00
McAllister, Denise L	Admissions Representative	1.00	36,772.00
McLaughlin, Scott Joseph	Football Coordinator Defensive	1.00	56,151.00
McNaughton, Christopher L	Assistant Coach	1.00	45,246.00
Moore, Dylan T	Athletic Trainer	1.00	40,275.00
Muir, Trudy I	Graphic Designer	1.00	55,049.00
Nelson, Kristi L	Marketing Coordinator	1.00	56,284.00
Nelson, Lisa L	Director-Service Learning	1.00	46,838.00
VACANT	Student Activities Coordinator	0.77	30,061.00
VACANT	IT Analyst	1.00	58,301.00
VACANT	Assessment Accreditation Coordinator	1.00	41,918.00
VACANT	Academic Advisor	1.00	42,750.00
VACANT	Assistant Coach	1.00	36,197.00
Ohlrich, Angela	Accountant	1.00	43,635.00
Oliver, Kristina K	Assistant Coach	0.83	33,297.00
Oswald, Laurie L	Assistant Director-Financial Aid	1.00	46,630.00
Otte Pick, Karla K	Project Coordinator	0.50	18,660.00
Parsley, Morgan R	Admissions Representative	1.00	36,772.00
Piper, Jeffrey A	Digital Graphic Designer	1.00	54,252.00
Piper, Jessica M	Internship Coordinator	1.00	47,035.00
Putnam, Jenny D	Instructional Resources Coordinator	1.00	43,229.00
Quance, Marilyn S	Librarian-Technical Services	1.00	68,142.00
Reinhardt, Heather M	Career Services Specialist	1.00	52,916.00
Reynolds, Lisa C	Project Coordinator	1.00	45,987.00
Risinger, Matthew J	IT Analyst	1.00	58,301.00
Rusch, Amanda S	IT Analyst	1.00	58,301.00
Schlichter, Marcus	Librarian-Acquisitions and Archivist	1.00	71,691.00
Smith, Chad C	IT Lead	1.00	76,199.00
Smith, Ruth E	Construction Project Coordinator	1.00	57,293.00
Stover, Nathan L	Assistant Coach	1.00	45,244.00
Szabla, Leah D	Assistant Coach	1.00	39,463.00
Voborny, Madison J	IT Specialist	1.00	52,515.00
Waggoner, Tabetha E	Licensed Student Counselor	0.90	43,563.00
Winstead, Wendy J	Project Coordinator	1.00	40,974.00
Zamzow, Lora M	Manager-Payroll	1.00	48,526.00
<b>TOTAL</b>		<b>72.58</b>	<b>3,591,797.00</b>
<b><u>NSCPA -- Non-State Supported Positions (Revenue Bond)</u></b>			
Bacon, Tyler A	Assistant Director-Residence Life	1.00	36,457.00
Filkins, Benjamin T	Assistant Director-Residence Life	1.00	36,457.00
Greene, Kyle	Assistant Director-Residence Life	1.00	43,635.00
Jurasek, Cassandra L	Assistant Director-Residence Life	1.00	36,457.00

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
VACANT	Student Activities Coordinator	0.13	5,057.00
Osnes, Thomas R	Assistant Director-Residence Life	1.00	50,260.00
Otte Pick, Karla K	Project Coordinator	0.50	18,659.00
Parker, Brett R	IT Analyst	1.00	58,301.00
Pitkin, Chad	Manager-Sport & Recreation	1.00	51,954.00
Schwarte, John M	Campus Recreation Coordinator	1.00	40,974.00
Wynia, Jeremy A	IT Specialist	1.00	52,515.00
<b>TOTAL</b>		<b>9.63</b>	<b>430,726.00</b>

**Professional Staff (Non-Union) -- State Supported Positions**

Anderson, Janet L	Assistant AD for Internal Affairs	0.15	9,532.00
Anderson, Janet L	Assistant AD for Internal Affairs	0.85	54,015.00
Baldwin, Joseph	Head Women's Golf Coach	1.00	46,125.00
Bareman, Jason L	Director Career Services	1.00	71,335.00
Barry, Jeannette M	Director of Institutional Research	1.00	76,000.00
Barry, Michael J	Assoc Dir Athltcs/Dir Of Sprt & Rec Ctr	0.25	21,513.00
Brink, Marlon D	Head Cross Country, Track & Field Coach	1.00	63,754.00
Cleary, Joseph W	Head Women's Soccer Coach	1.00	53,037.00
Collier, Jerry W	Director Of College Relations	1.00	95,023.00
DeBoer, Mitchell	Assoc Vice Pres Administration & Finance	1.00	86,400.00
Dorcey McIntosh, Alicia K	Director of Counseling	1.00	70,392.00
Douglas, Carl C	Vice President for Student Affairs	1.00	127,100.00
Dunning, John B	Vice President Information Technology	1.00	127,966.00
Eckmann, Brandon A	Director of Infrastructure & Enterprise	1.00	89,175.00
Elliott, Steven T	Vice President Academic Affairs	1.00	161,604.00
Fredrickson, Angela S	Vice President Administration & Finance	1.00	132,629.00
Furlich, Amanda	Human Resources Coordinator	1.00	45,153.00
Gade, Amy J	Associate Director-Admissions	1.00	60,032.00
Graber, David R	Director, Library	1.00	84,788.00
Gubbels, James R	Asst Director of Energy & Utilities	1.00	75,645.00
Halle, Kevin E	Director, Admissions	1.00	84,050.00
Kaminsky, Jeffrey D	Head Men's Basketball Coach	0.96	87,672.00
Kaus, Annette L	Director Financial Aid	1.00	86,123.00
Kneifl, Scott D	Head Volleyball & Beach Volleyball Coach	1.00	90,690.00
Koch, Alex	Head Baseball Coach	1.00	52,821.00
Korth, Regina	Nurse	0.88	52,348.00
Legler, Kelly M	Director of Student Accounts	1.00	61,318.00
Loggins, Ronald E	Dean	0.75	97,500.00
Loggins, Ronald E	Dean	0.25	32,500.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Manson, Shelli A	Head Softball Coach	1.00	56,015.00
McMahan, David M	Dean of Students	1.00	77,846.00
McMenamin, John J	Head Football Coach	1.00	120,438.00
Meyer, Barbara J	Budget Director	1.00	86,527.00
Morris, Muffin	Head Athletic Trainer	1.00	52,978.00
Muir, Nicholas S	Associate Chief Information Officer	1.00	94,300.00
Nelsen, Kyle R	Director Facility Services	1.00	93,807.00
Nelson, Jeremy	Director of Info Sys & Application Svcs	1.00	89,175.00
VACANT	Associate VP for Academic Affairs	1.00	87,000.00
VACANT	Dean	0.75	97,500.00
VACANT	Dean	0.25	32,500.00
VACANT	Director of Education & CnsIng Services	1.00	45,000.00
VACANT	Exec Dir of Coop Educ & Indstry Liason	1.00	75,000.00
VACANT	Director Learning Center	1.00	55,000.00
VACANT	Director Stdnt Diversity, Incl, & Compl	1.00	63,000.00
Pollari, Brent J	Head Women's Basketball Coach	0.96	87,444.00
Powicki, Michael M	Athletic Director	1.00	125,667.00
Rasmussen, Jeremy J	Comptroller	1.00	90,643.00
Scherer Connealy, Judith M	Director of Continuing Ed & Outreach	1.00	81,179.00
Shudak, Nicholas J	Dean	0.75	97,500.00
Shudak, Nicholas J	Dean	0.25	32,500.00
Swan, Evan D	Librarian-Circulation	1.00	48,022.00
Taoka, Yasuko	Dean	0.75	97,500.00
Taoka, Yasuko	Dean	0.25	32,500.00
Timmerman, Candace K	Director Human Resources	1.00	86,123.00
Vinchattle, John R	Asst to the VP for Academic Affairs	1.00	89,303.00
Wilson, Rebeka D	Registrar	1.00	79,979.00
<b>TOTAL</b>		<b>50.05</b>	<b>4,270,686.00</b>
<b><u>Professional Staff (Non-Union) -- Non-State Supported Positions (Revenue Bond)</u></b>			
Barry, Michael J	Assoc Dir Athltcs/Dir Of Sprt & Rec Ctr	0.75	64,538.00
Dearstone, Tiffany N	Director Student Act & Student Center	1.00	53,582.00
Rizzo, Peter J	Director of Residence Life	1.00	58,938.00
Wibben, Daniel R	Assistant Director of Campus Maintenance	1.00	63,038.00
Young, Kaye L	Director of Accounting	1.00	64,419.00
<b>TOTAL</b>		<b>4.75</b>	<b>304,515.00</b>
<b>TOTAL PROFESSIONAL</b>		<b>137.00</b>	<b>8,597,724.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
<b><u>NAPE/Support Staff -- State Supported Positions</u></b>			
Agler, Leah	Office Assistant II	1.00	30,682.00
Albrecht, Amy R	Office Assistant III	1.00	32,664.00
Ankeny, Valerie A	Office Assistant III	0.88	25,486.00
Bathke, Cristy J	Accounting Clerk II	1.00	25,953.00
Beckman, Cindy L	Custodian	1.00	25,416.00
Belt, Randy L	Maintenance Repair Worker II	1.00	25,677.00
Benshoof, Karlene J	Office Assistant II	1.00	27,316.00
Bijlsma, Karyn D	Office Assistant II	1.00	30,681.00
Burke, Kathy J	Office Assistant II	1.00	28,920.00
Chase, Debra E	Office Assistant II	1.00	39,579.00
Craig, Patrick	Maintenance Repair Worker I	0.75	19,063.00
Donner, Colette	Custodian	1.00	31,731.00
Ellis, Jill M	Accounting Clerk III	1.00	32,895.00
Fischer, Christopher M	Maintenance Repair Worker III	1.00	31,231.00
Foote, Tyler C	Maintenance Repair Worker IV	0.50	19,342.00
Frideres, Austin K	Security Officer II	0.45	14,183.00
Gathje, Richard A	Custodian	1.00	35,912.00
Goedhart, Marisa A	Library Technician	1.00	26,729.00
Hart, Britney	Financial Aid Technician	1.00	32,078.00
Heiser, Kasey M	Office Assistant II	0.44	13,823.00
Heiser, Kasey M	Office Assistant II	0.44	13,822.00
Hix, Abigail H	Office Assistant II	1.00	23,929.00
Holloway, Racquel J	Custodian	1.00	28,568.00
Jech, Brook Anne	Office Assistant III	1.00	35,467.00
Jensen, Lesa R	Office Assistant III	1.00	46,720.00
Kastrup, Tama	Office Assistant II	1.00	39,971.00
Kenny, Kelly R	Office Assistant II	1.00	30,046.00
Korth, Debra J	Office Assistant II	1.00	40,561.00
Kotalik, Mercedes L	Office Assistant II	1.00	27,316.00
Kramer, Katie E	Maintenance Repair Worker III	1.00	35,191.00
Kruger, Anna M	Office Assistant II	1.00	24,600.00
Leader, Nathanael J	Custodian	1.00	22,880.00
Longe, Alvin J	Electrician	1.00	38,925.00
Lubberstedt, Theresa J	Custodian	1.00	28,540.00
Mecseji, Karen A	Office Assistant III	1.00	39,335.00
Meier, Tammy J	Office Assistant III	1.00	46,720.00
Messlerie, Shawna L	Office Assistant III	1.00	33,103.00
Milligan, Kathryn E	Custodian	1.00	22,893.00
Monahan, Pamela R	Accounting Clerk III	1.00	43,269.00
Mosley, Greg K	Maintenance Repair Worker III	1.00	49,295.00
Mostek, Denise M	Office Assistant IV	1.00	49,956.00

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Nelson, Duane S	Maintenance Repair Worker IV	1.00	48,800.00
Nelson, Roxanne	Custodian	1.00	28,540.00
Neuhalfen, Kathy	Custodian	1.00	28,540.00
VACANT	Office Assistant II	1.00	23,929.00
VACANT	Office Assistant II	1.00	23,929.00
VACANT	Office Assistant II	1.00	23,929.00
VACANT	Facility Operations Assistant	1.00	27,644.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Maintenance Repair Worker III	1.00	29,698.00
VACANT	Custodial Leader	1.00	25,677.00
VACANT	Custodian	1.00	22,247.00
Paulson, Debra M	Custodian	1.00	34,878.00
Peatrowsky, Skyler B	Office Assistant III	1.00	28,426.00
Pedersen, Kathleen M	Office Assistant II	1.00	28,413.00
Penn, Suzanne L	Office Assistant II	1.00	39,710.00
Peterson, Ricky J	Maintenance Repair Worker III	1.00	42,285.00
Rahn, Terry L	Maintenance Repair Worker III	1.00	41,857.00
Reinke, Shannon L	Office Assistant II	1.00	27,276.00
Reklaitis, Joe	Custodian	1.00	31,731.00
Ritze, David H	Maintenance Repair Worker II	1.00	40,231.00
Ritze, Randy G	Maintenance Repair Worker III	1.00	49,533.00
Ruskamp, Bernie J	Maintenance Repair Worker IV	1.00	52,584.00
Schlines, Corey AJ	Maintenance Repair Worker III	1.00	30,954.00
Schmitz, Thomas R	Broadcast Engineer	1.00	53,715.00
Schulz, Karen M	Custodian	1.00	31,731.00
Sherman, Stacie	Custodian	1.00	30,875.00
Smith, Shawn M	Office Assistant II	0.88	22,698.00
Spahr, Connie S	Accounting Clerk III	1.00	43,269.00
Steffen, Angela M	Office Assistant III	1.00	43,269.00
Thompson, Patricia K	Library Technician	1.00	42,642.00
Trevett, Joyce F	Office Assistant III	1.00	45,881.00
Vahlkamp, Eric C	Electrician Master	1.00	52,491.00
Zamzow, Hayley M	Library Technician	1.00	26,445.00
Ziska, Brandon K	Security Officer II	1.00	39,428.00
<b>TOTAL</b>		<b>73.33</b>	<b>2,485,077.00</b>
<b><u>NAPE/Support Staff -- Non-State Supported Positions (Revenue Bond)</u></b>			
Anderson, Dwight L	Maintenance Repair Worker II	1.00	25,677.00
Bargstadt, Joshua R	Custodian	1.00	22,247.00
Beckman, Nicholas D	Custodian	1.00	22,247.00
Campbell, Terrill L	Maintenance Repair Worker III	1.00	33,872.00

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
Contreras, Jose	Custodian	1.00	22,247.00
Fassler, James K	Maintenance Repair Worker III	1.00	33,872.00
Foote, Tyler C	Maintenance Repair Worker IV	0.50	19,342.00
Frideres, Austin K	Security Officer II	0.55	17,336.00
Gunn, Marc R	Custodian	1.00	22,880.00
Gustafson, Carol A	Custodial Leader	1.00	32,932.00
Haney, Kathy R	Custodian	1.00	36,989.00
Henderson, George W	Custodian	1.00	22,247.00
Humphrey, Norma J	Custodian	1.00	25,415.00
Janke, Michael S	Maintenance Repair Worker III	1.00	33,872.00
Mandeville, Megan N	Security Officer II	1.00	27,644.00
McLain, Charles M	Custodian	1.00	22,247.00
Moody, Loretta K	Custodian	1.00	23,809.00
Mrsny, Jeffrey J	Custodian	1.00	22,247.00
VACANT	Maintenance Repair Worker II	1.00	25,677.00
VACANT	Custodian	1.00	22,247.00
VACANT	Custodian	1.00	22,247.00
VACANT	Custodian	1.00	22,247.00
Schmidt, Jamie M	Custodian	1.00	22,247.00
Schmidt, Wendy A	Custodian	1.00	34,878.00
Smith, Brandon L	Custodian	1.00	22,880.00
Smolek, Justin T	Maintenance Repair Worker III	1.00	29,981.00
Sok, Kimberly S	Custodian	1.00	23,515.00
Weldon, Kevan V	Custodian	1.00	28,540.00
Wurdinger, Mark R	Maintenance Repair Worker III	1.00	35,000.00
<b>TOTAL</b>		<b>28.05</b>	<b>756,581.00</b>
<b><u>Support Staff (Non-Union) -- State Supported Positions</u></b>			
Backer, Joni S	Secretary To The President	1.00	55,908.00
Bathke, Lisa L	Office Assistant IV	1.00	36,772.00
Carroll, Dennis D	Maintenance Manager	0.50	25,635.00
Carroll, Dennis D	Maintenance Manager	0.50	25,636.00
Granquist, Megan R	Office Assistant II	1.00	26,628.00
Hauptmann, JoAnn M	Office Assistant III	1.00	31,494.00
Soden, Dustin	Facility Services Manager	0.50	24,225.00
<b>TOTAL</b>		<b>5.50</b>	<b>226,298.00</b>
<b><u>Support Staff (Non-Union)-Non State Supported Positions (Revenue Bond)</u></b>			
Mrsny, Jason J	Campus Security Manager	1.00	54,576.00
Soden, Dustin	Facility Services Manager	0.50	24,226.00
<b>TOTAL</b>		<b>1.50</b>	<b>78,802.00</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary

Employee Name	Rank or Position Title	2020-2021 FTE	2020-2021 Base Salary
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TOTAL SUPPORT STAFF	108.38	3,546,758.00
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Attachment: Employee Salary Recommendations (2727 : Acceptance of Employee Salary

Wayne State College

Employee Name	Rank or Position Title	2020-21 FTE	2020-21 Base Salary
<b><u>NSCPA -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Kucera, Loren L	Director-NBDC	0.91	69,070
Cantrell, Jodene	Learning Skills Specialist, TRiO	0.75	35,747
Potosnyak, Charles	Learning Skills Specialist, TRiO	0.80	38,373
Woehler, Kara	Learning Skills Specialist, TRiO	0.80	38,475
	<b>Subtotal</b>	<b>3.26</b>	<b>181,665</b>
<b><u>Professional Staff (Non-Union) -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Carstens, Jeffrey	Director TRiO	1.00	68,291
	<b>Subtotal</b>	<b>1.00</b>	<b>68,291</b>
<b><u>NAPE/Support Staff -- Non-State Supported Positions (Federal/Restricted)</u></b>			
Kuhlmeyer, Gloria	Office Assistant II, TRiO	0.92	23,801
	<b>Subtotal</b>	<b>0.92</b>	<b>23,801</b>
	<b>Total Federal Positions</b>	<b>5.18</b>	<b>273,756</b>

Attachment: Employee Salary Recommendations (2727) : Acceptance of Employee Salary



## ITEMS FOR CONSENT AGENDA

June 16, 2020

**ACTION:** **Approve Board Meeting Schedule for 2020-2021 (AP)**

### 2020-2021 Proposed Board Meeting Schedule (Five Meetings Per Year Plus a Retreat)

<b>SEPTEMBER</b>	<b>BOARD OF TRUSTEES MEETING-CHADRON</b>	<b>September 10, 2020</b> Thursday
<b>NOVEMBER</b>	<b>BOARD OF TRUSTEES MEETING-WAYNE</b>	<b>November 12, 2020</b> Thursday
<b>JANUARY</b>	<b>BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>January 13, 2021</b> Wednesday
<b>MARCH</b>	<b>BOARD OF TRUSTEES MEETING-PERU</b>	<b>March 16-17, 2021</b> Tuesday-Wednesday
<b>JUNE</b>	<b>BOARD OF TRUSTEES MEETING-LINCOLN</b>	<b>June 17, 2021</b> Thursday
<b>JULY</b>	<b>BOARD OF TRUSTEES RETREAT-NEBRASKA CITY</b>	<b>July 29-30, 2021</b> Thursday-Friday

The System Office recommends approval of the Board Meeting Schedule for 2020-2021 (AP).

**ITEMS FOR CONSENT AGENDA**

June 16, 2020

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***ACTION:***                                    **Approve Reorganization of Academic Affairs at Wayne State College (AP)**

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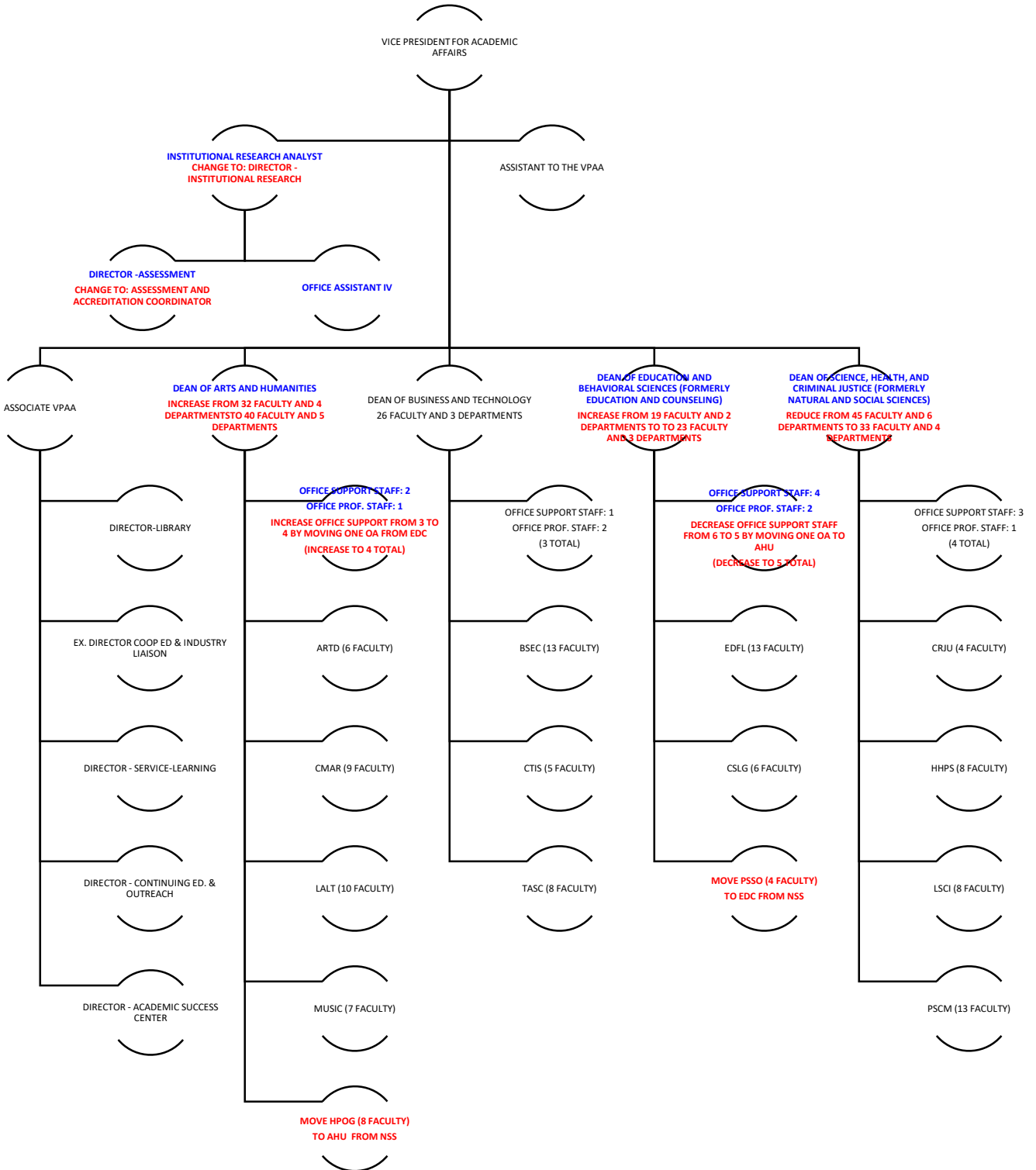
Over the past three years, Vice President Elliott has conducted annual budgetary exercises with the Deans, Vice Presidents, and his staff to identify gaps and increase efficiencies. Throughout these discussions, it became evident that a more efficient and equitable supervisory and reporting structure was needed for the future success of the academic Deans, departments, institutional research, and assessment. Due to the recent vacancies of two Dean positions in the two largest schools in the college (nearly 2/3 of WSC's total enrollment), it became imperative for Wayne State to position and present itself in a way that will not only best serve students, but also attract the most viable candidates for these critical leadership positions. The attached reorganization chart outlines the academic changes that would need to be adopted to increase administrative effectiveness and support student success.

The System Office and Wayne State College recommend approval of the Reorganization of Academic Affairs at Wayne State College (AP).

**ATTACHMENTS:**

- WSC Academic Affairs Reorg Chart 2020 (PDF)

WSC PROPOSED 2020-21 REORGANIZATION FOR ACADEMIC AFFAIRS



Attachment: WSC Academic Affairs Reorg Chart 2020 (2761 : Reorganization of Academic Affairs at Wayne State College (AP))

## ITEMS FOR CONSENT AGENDA

June 16, 2020

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**ACTION: Approve Depositories and Signatories (FFA)**


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Board Policy 6006 states: "All cash receipts shall be deposited in banks to the credit of the individual Colleges or to the Board, as appropriate. The Board of Trustees shall approve such depositories, the designation of account, and the authority for withdrawal.

The approved depositories, accounts, and authorized signatories to each account shall be recorded with the System Office.

Recommendations for depositor designation and withdrawal of such funds shall be presented to the Board each year at the last meeting of the prior fiscal year for approval."

**Chadron State College**  
**First National Bank of Chadron**

Account Name:

Agency Fund (Checking)  
 Revolving Fund (Checking)  
 Wire Transfer (Checking)

Authorized signatures:

Richard R. Rhine  
 Kari Gaswick  
 James Powell  
 Melany Hughes  
 Jordan Haefele

**Peru State College**  
**Mainstreet Bank, Peru Branch**

Account Name:

Student Escrow  
 Revolving Fund

Authorized signatures:

Daniel Hanson  
 Debbie A. White  
 Eulanda Cade  
 Randall Willey

**Wayne State College**  
**Elkhorn Valley Bank & Trust, Wayne**

Account Name:

Agency Fund (Regular Account)  
 Revolving Fund (Petty Cash) (NOW Account)

Authorized signatures:

Marysz Rames  
 Angela S. Fredrickson  
 Barbara J. Meyer  
 Mitch DeBoer  
 Jeremy Rasmussen

**U.S. Bank, Norfolk**

Action Item (ID # 2735)

Meeting of June 16, 2020

Account Name:

Wayne State College (for e-checking)

The System Office recommends approval of the Depositories and Signatories (FFA).

## ITEMS FOR CONSENT AGENDA

June 16, 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. Allocation of \$475,000 for HVAC Replacement design for Math/Science Building |         |                  |
| Allocation Date/Amount   | 4/10/20 | \$475,000.00     |
| College Contribution   |         | <u>00.00</u>     |
| Estimated Project Cost   |         | \$475,000.00     |
|  |         |                  |
| 2. Retrieval of \$13,000 for HVAC Controls in Burkhiser Complex                  |         |                  |
| Allocation Date/Amount   | 12/9/19 | \$20,000.00      |
| Retrieval Date/Amount  | 4/10/20 | <u>13,000.00</u> |
| Estimated Project Cost   |         | \$7,000.00       |
|  |         |                  |
| 3. Acceptance of \$50,000 for south wing roof repair on Burkhiser Complex        |         |                  |
| Allocation Date/Amount   | 4/1/20  | \$50,000.00      |
| College Contribution   |         | <u>00.00</u>     |
| Estimated Project Cost   |         | \$50,000.00      |

### Peru State

- |  |         |                  |
|--|---------|------------------|
| 1. Retrieval of \$13,976 for HVAC control upgrades in Campus Services Building |         |                  |
| Allocation Date/Amount   | 6/6/19  | \$60,000.00      |
| Retrieval Date/Amount  | 4/10/20 | <u>13,976.00</u> |
| Estimated Project Cost   |         | \$46,024.00      |

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

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

June 16, 2020

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***ACTION:* First Round Approval of Deletion of Board Policy 2101;  
Reports from Colleges**

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Board Policy 2101 is being recommended for deletion. As part of a comprehensive review of reporting mandates within NSCS policy, it was identified that the majority of the reports listed in this policy are more clearly delineated within other existing policies, and the few that are not are reports that include data which will be reported to the Board as part of Strategic Planning Reports.

The System Office recommends approval of the Deletion of Board Policy 2101; Reports from Colleges.

**ATTACHMENTS:**

- Deletion of Board Policy 2101 (PDF)
- Board Policy 2101- Reporting Changes Final (DOCX)

**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.
  - c. 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~~

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- ~~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.~~

~~Legal Reference: RRS 85 301 State Colleges; official names; board of trustees; appointment; traveling expenses~~  
~~RRS 85 304 Board of Trustees; powers, enumerated~~  
~~RRS 85 306 State Colleges; presidents; duties~~

~~Policy Adopted: 6/5/93~~  
~~Policy Effective: 7/1/10 Approved: 6/3/10~~

## POLICY: 2101 Reports from Colleges – Reporting Changes

<p><b>1. Enrollment Report</b></p> <ul style="list-style-type: none"> <li>a. The first Board meeting after completion of the fall, spring, and summer session respectively. These will be final figures.</li> <li>b. Copies of any enrollment reports submitted to state or national groups will be due in the System Office immediately upon completion or submission.</li> </ul>	<p>These reports have been consolidated into one annual report from each College and are due to the Vice Chancellor for Student Affairs and Risk Management each November. Data from these reports will be used for internal and external reporting, as well as data collection for NSCS Strategic Plan Metrics. Data from these reports will be shared with the Board as part of annual Strategic Planning reporting which is expected to occur each year during the retreat.</p>
<p><b>2. Dormitory Occupancy/Income Potential Report</b></p> <ul style="list-style-type: none"> <li>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.</li> <li>b. Final reports at the first Board meeting after completion of the fall, spring, and summer sessions respectively.</li> </ul>	<p>This reporting requirement is currently addressed within <b>Policy 8050 Reports to Board of Trustees</b>. Additionally, the Presidential Management reports will include these key indicators when depicting financial stability for each of the Colleges.</p>
<p><b>3. Instructional Load Report</b></p> <ul style="list-style-type: none"> <li>a. The first meeting after completion of the fall, spring, and summer sessions respectively. These will be final figures.</li> <li>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.</li> </ul>	<p>These reports have been consolidated into one annual report from each College and are due to the Vice Chancellor for Academic Planning and Partnerships each November. Data from these reports will be used in internal and external reporting, as well as data collection for NSCS Strategic Plan Metrics. Data from these reports will be shared with the Board as part of the annual Strategic Planning reporting which is expected to occur each year during the retreat.</p>
<p><b>4. Reports submitted to accreditation agencies and final reports resulting from accrediting agency review.</b></p>	<p>This reporting requirement is currently addressed within <b>Policy 4620 Institutional and Program Accreditation</b>.</p>
<p><b>5. Reports on salaries and salary changes</b></p> <ul style="list-style-type: none"> <li>a. Report of personnel actions are due to the System Office on the date board materials are due prior to each board meeting.</li> <li>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.</li> <li>c. 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.</li> </ul>	<ul style="list-style-type: none"> <li>a. "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." – <b>Added to very end of Policy 5010</b></li> <li>b. "A report of the 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." – <b>Added to very end of Policy 5010</b></li> <li>c. "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." – <b>Added to very end of Policy 5501</b></li> </ul>

<p><b>6. Copies of all IPEDS report(s)</b> are due to the System Office immediately upon completion or submission.</p>	<p>These reports have never been submitted to the Board, as they are primarily data uploaded into the national system. The IPEDs Dashboard currently provides immediate access to the most recent data for more than 100 key indicators, along with capacity to compare against institutional peers.</p>
<p><b>7. Copies of reports of an institutional nature</b> 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.</p>	<p>This reporting requirement is currently addressed in various policies related to each type of report, such as <b>Policy 4620 Institutional and Program Accreditation</b> and <b>Policy 4800 Nebraska Coordination Commission for Postsecondary Education.</b></p>
<p><b>8. The Board, through the System Office, may require other recurring or special reports from the Presidents.</b></p>	<p>If recurring reports are needed on a regular basis, language can be added as needed to existing policies; if a specific report is needed, it can be requested without policy reference</p>

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

June 16, 2020

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***ACTION:***                                   **First and Final Round Approval of Revisions to Board Policy 4001; College Calendar**

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Board Policy 4001 is being revised to provide greater flexibility for the Chancellor and Presidents to create academic calendars in the future. The guidelines currently listed in Policy 4001 will be revised to aid in the decision making process.

The five-year academic calendar that was reported at the April 23, 2020, Board of Trustees meeting will be revised and shared with the Board.

The System Office recommends approval of the Revisions to Board Policy 4001; College Calendar.

**ATTACHMENTS:**

- Revisions to Board Policy 4001    (PDF)

## ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM

POLICY: 4001 College Academic Calendar

Page 1 of 21

## BOARD POLICY

All units of the Nebraska State College System will utilize the same semester-academic calendar within the following procedures.

## PROCEDURE

The ~~Council of Presidents~~ Chancellor will be responsible ~~to for making decisions review and make recommendations to the Board~~ on any matters regarding the academic calendar, pursuant to recommendations from the Presidents. Academic calendars will be reported to the Board.

**Academic Year Calendar Guidelines:**

1. ~~Fall classes will generally have starting dates between August 20 and August 27.~~
2. ~~The first semester will end prior to December 22.~~
3. ~~Each semester will consist of 15 weeks of instruction, with the final examination (or similar culminating experience) period occurring during week 16. Shorter instructional terms may be established within a semester, based on appropriate credit and time requirements.~~
4. ~~Memorial Day and Labor Day will be observed as holidays and no classes will meet on those Mondays.~~
5. ~~Fall mid term break will be observed and no classes will meet on the Monday and Tuesday following mid-term, which will follow the Friday of the eighth week of the semester.~~
6. ~~Fall break will be observed and no classes will meet on the fourth Wednesday, Thursday (Thanksgiving Day) and Friday of November.~~
7. ~~Fall commencement will be held on Friday of the week the semester ends.~~
8. ~~No classes will meet on Martin Luther King Jr. Day; the colleges will offer alternative programming to commemorate this day.~~
9. ~~Spring mid term break will be observed and no classes will meet on the Monday through Friday of the week following mid-term, which will follow the Friday of the eighth week of the semester.~~
10. ~~Spring break will be observed and no classes will meet on the Monday following Easter Sunday.~~
11. ~~Spring commencement will be held on Saturday of the week the semester ends.~~
12. ~~Independence Day (July 4) or its federally recognized day will be observed as a holiday and no classes will meet.~~

**Summer Sessions:**

1. ~~Summer session calendars are to be developed to assure comparable contact hours of instruction for credit earned as required for the academic year.~~

**ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 4001 College Calendar Page 2 of 2**

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**Census Date:**

- ~~The official date for enrollment reporting, or census date, for courses shall be October 15. A system enrollment report will be prepared for the Board every Fall term depicting headcount and FTE enrollments for each college using the established census date.~~

Policy Adopted: 1/28/77  
Policy Revised: 6/5/93  
Policy Revised: 8/29/97  
Policy Revised: 4/13/07  
Policy Revised: 9/11/09  
Policy Revised: 3/26/10  
Policy Revised: 11/14/19  
Policy Revised:

Attachment: Revisions to Board Policy 4001 (2762 : Revisions to Board Policy 4001; College Calendar)

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

June 16, 2020

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***ACTION:***                                    **First Round Approval of Revisions to Board Policy 4430:  
Transfer of Credits and Degrees**

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The revisions to Board Policy 4430 add the option for State Colleges to accept courses with grades of P (Pass), S (Satisfactory), and CR (Credit) under specific conditions.

The System Office recommends approval of the Revisions to Board Policy 4430: Transfer of Credits and Degrees.

**ATTACHMENTS:**

- Revisions to Board Policy 4430     (PDF)

## ACADEMICS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 4430 Transfer of Credits and Degrees**

**Page 1 of 1**

### BOARD POLICY

All College level courses, carrying a letter grade of “C-” or better, from regionally accredited institutions of higher education that are applicable toward a baccalaureate degree at any State College will be received and applied by all member institutions of the Nebraska State College System toward the requirements of the baccalaureate degree. College level courses carrying a grade of P (Pass), CR (Credit), and S (Satisfactory) shall only be accepted on a course-by-course basis upon review and approval of the academic vice president; this process can be suspended by the NSCS Chancellor should these grades warrant automatic acceptance for a specific academic term due to extenuating circumstances. Such courses shall not include remedial or developmental courses.

Each college is authorized to determine the applicability of credits earned based on a specific degree, program and/or accreditation requirements.

Each College may give credit for education received from non-collegiate institutions. The Colleges are authorized to use the Guide to the Evaluation of Educational Experiences in the Armed Services and the National Guide to Educational Credit for Training Programs, both published by the American Council on Education, the Program on Non-Collegiate Sponsored Instruction Guide published by the State University of New York, and/or college procedures to determine applicability.

### PROCEDURE

1. The Council of Academic Officers shall recommend to the Council of Presidents’ procedures for transfer of credits.
2. With regard to transfer of credits policy, the following principles shall be followed:
  - a. There must be evidence of academic quality in the sending institution, through appropriate accreditation of faculty and program content;
  - b. Courses completed more than seven (7) years prior require special approval by the receiving institution; and
  - c. A student must earn a minimum of thirty (30) credit hours at the receiving State College to earn a degree from that college.
3. With regard to transfer of credits policy for Community College students, the following principles shall be followed:
  - a. The Nebraska State Colleges will accept a total of 66 hours to be distributed among general education, major and minor programs, and general electives unless otherwise accepted by agreement;
  - b. An Associate of Arts (AA) or Associate of Science (AS) degree completed at a Nebraska Community College or Nebraska Tribal College that includes a minimum of 30 semester hours of general studies coursework or its equivalent will fulfill all requirements of a general studies program established at a Nebraska State College. Note that while the general studies requirements will be fully met with completion of the associates degree, only those courses carrying ~~a-grade~~ as established above of “C” or better will be applied to the credit hour requirements of the baccalaureate degree.

Policy Adopted: 6/5/93  
 Policy Revised: 9/11/09  
 Policy Revised: 9/9/11  
 Policy Revised: 3/26/15  
 Policy Revised: 3/24/17

Policy Revised: 6/18/19  
Policy Revised: 6/16/20



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

June 16, 2020

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***ACTION:***                                **Approve Authorization for Chancellor to Revise Policies to Address Unforeseen Issues with COVID-19 Pandemic**

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The COVID-19 Pandemic has created considerable uncertainty regarding disruptions that may occur in the 2020-21 academic year. Emergencies may require a quick administrative response to implement instructional changes; address health and safety needs; adjust staffing; alter campus operations; and/or make adjustments to academic deadlines or grading policies.

Authorizing the Chancellor to take emergency action to grant exceptions and waivers to Board of Trustees policies will allow the Colleges to meet student needs in a timely manner and maintain continuity of operations. Emergency authorization provisions have been added in Article XIV for consideration by the Board of Trustees.

The System Office recommends approval of the Authorize Chancellor to Revise Policies to Address Unforeseen Issues with COVID-19 Pandemic.

**ATTACHMENTS:**

- Revisions to By-Laws            (PDF)

# GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

## BY-LAWS

Page 1 of 6

### ARTICLE I -- NAME

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

### ARTICLE II -- PURPOSE

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

### ARTICLE III -- MEMBERSHIP

The Board consists of seven (7) members, six (6) of whom shall be appointed by the Governor, with the advice and consent of the Legislature, two (2) each for terms of two (2), four (4), and six (6) years, and two (2) each biennium thereafter for a term of six (6) years, and the Commissioner of Education shall be a member ex-officio. Board appointees, even if the appointment is for a specified term, hold office until their successors are duly appointed and qualified. The duties and authorities of the Board shall be prescribed by law.

#### Student Members on the Board

An undergraduate student enrolled full time shall be appointed by the Governor from each of the Nebraska State Colleges to serve a one (1) year term. An ad hoc selection committee shall be established on each campus by the respective current Student Trustee and the Student Senate President. The selection committee shall consist of the current Student Trustee, unless the current Student Trustee is seeking an additional term; one (1) Student Senate faculty advisor; the Vice President/Dean of Student Affairs, and four (4) other students as appointed by the current Student Trustee and Student Senate President. Only students serving on the committee shall have a vote. The committee shall nominate at least three (3) candidates to the Student Senate for approval. After October 1, but before December 1, the Student Senate or similar body shall nominate three (3) candidates to the Governor of Nebraska. The representatives appointed by the Governor will serve one (1) year terms ending May 1. If, during the term of the appointment, the representative is no longer enrolled as a student, a vacancy shall be created requiring the Chair of the Board to appoint another qualified representative for the balance of the appointment. Student Trustees are accorded full Board membership and participation except for certain personnel and legal matters, and that they are non-voting members.

### ARTICLE IV -- OFFICERS

Board Officers shall consist of a Chair and Vice-Chair, and are elected from the appointed membership of the Board for a term of one (1) year. Term of office begins July 1, except that said two (2) officers shall hold office until their successors are elected and qualified. Any such officer may be removed from office by five (5) affirmative votes. A vote for removal of an officer must be at a regular or special meeting of the Board, preceded by the mailing of notice to each Board member and to such officer five (5) days prior to such meeting which notice shall set out the proposed action.

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

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

### BY-LAWS

Page 2 of 6

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

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

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

### ARTICLE V -- MEETINGS

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

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

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

Board of Trustees Business Meetings are open to the public. Committee meetings and executive sessions are not open to the public but must be held in accordance with the provisions of state law. One (1) current copy of the Open Meetings Act shall be posted in the business meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of the law shall be complied with in conducting emergency meetings.

The Board may hold a work session preceding regular or special Board meetings upon request and/or concurrence of the Board. The purpose of a work session shall be to provide information concerning items of in-depth interest in education, briefing and background information items related to the Nebraska State Colleges activities, items to be proposed for future consideration, and a review of items on the public agenda in order to assume adequate information has been provided to the Board. A work session agenda stating the time and place of the session shall be included with the agenda for the regular Board meeting. Work sessions shall be open to the public. No formal action shall be taken at a work session.

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

### BY-LAWS

Page 3 of 6

#### ARTICLE VI -- QUORUM

Four members of the Board in actual attendance of all meetings of the Board shall constitute a quorum. Action may be taken by a majority of a quorum on all matters not requiring a positive vote of a majority of the Board as specified in these policies or by-laws or by statute.

#### ARTICLE VII -- MEETING AGENDA

The Chancellor, with the approval of the Chair, shall prepare an agenda to be furnished each member of the Board and each college president three (3) days in advance of the meeting, describing briefly the nature of each item and providing background information which will enable parties to weigh the subject in advance and research such facts as may be helpful in Board deliberation.

#### ARTICLE VIII -- ORDER OF BUSINESS

At all regular meetings and special meetings the order of business will be determined by the Chancellor and Chair.

#### ARTICLE IX – CLOSED SESSIONS

The Board may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, the reason for the closed session, and the time of commencement and conclusion of the closed session shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The Board shall restrict its consideration of matters during the closed session to only those purposes set forth in the minutes' motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. Any formal official action on any question or motion duly moved and seconded shall be taken only by roll call vote of the Board in open session convened and the record shall show how each member voted. Any formal action of any type, including expenditure of funds, adopted or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty (120) days of the meeting at which the alleged violation occurred. Any formal action in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty (120) days after but within one (1) year of the meeting at which the alleged violation occurred.

Any board member shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is not necessary. Such challenge shall be overruled only by a majority vote of the board members. Such challenge and disposition shall be recorded in the minutes.

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

### BY-LAWS

Page 4 of 6

#### ARTICLE X -- COMMITTEES

All committees of the Board shall be appointed by the Chair. Committees shall serve one (1) year commencing July 1, and thereafter until the committees are reconstituted or discharged.

Academic and Personnel  
 Student Affairs, Marketing and Enrollment  
 Fiscal, Facilities and Audit  
 Executive Committee

Committees shall have no fewer than two (2) members and no more than three (3), and the Board Chair shall be an ex-officio member of all committees. Other regular committees may be created as the Board directs. The first named member of each committee shall act as Chair, call the meeting and direct the proceedings, but shall not otherwise have greater power or authority than other members.

Special committees may be created to take charge of subjects specifically referred to them. Such committees shall be appointed as ordered by the Board at the time they are created, and shall cease to exist when their work has been completed or when discharged by Board action.

The Executive Committee shall consist of the Board Chair, Vice Chair and one additional member appointed by the Board Chair. The purpose of the Executive Committee shall be to meet with the Chancellor to develop, review and assess performance goals and objectives.

#### ARTICLE XI -- PARLIAMENTARY PROCEDURE

Robert's Rules of Order (current) shall govern the consideration of all business and debate as far as applicable to this body and when not in conflict with Board policies or law.

A record of the Board's vote shall be preserved in the minutes on all propositions involving the creation of indebtedness; the sale, purchase, or leasing of any real estate; or on any contract for the construction, alteration, or repair of any building; or area which requires Board action; or on any amendment to the policies and by-laws of the Board; and also on any proposition submitted at the request of any members of the Board made before the announcement of a vote otherwise taken.

#### ARTICLE XII -- AMENDMENT OF BY-LAWS

These by-laws may be altered, repealed, amended or added to by a majority vote of all members of the Board at any regular meeting of the Board or at any special meeting called for that purpose, provided notice is given to the Board and each Board member shall have been furnished a copy of the proposed amendment or change (at least ten (10) days) prior to the meeting at which such amendment or change is to be acted on.

#### ARTICLE XIII -- FORMULATION OF POLICIES

When policies are found to be inadequate, contradictory or unclear, the appropriate committee of the Board or the Chancellor shall propose a policy for consideration by the Board for adoption to guide future related action. Such new policies as adopted shall be incorporated in the policy manual.

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

### BY-LAWS

Page 5 of 6

Policies may be adopted after consideration at one (1) or two (2) meetings of the Board by a majority vote. The Board can decide on the number of meetings required for adoption of the new policy based on the subject matter of the policy and the urgency of need for the new policy. Formal adoption of the policies shall be recorded and noted in the minutes of the Board.

Policies are subject to amendment only by a majority vote and after consideration at one (1) or two (2) meetings. The Board can decide on the number of meetings required to make amendments to current policies based on the extent of the amendment and the urgency of need for the amendment. All amendments of the policies shall be recorded and noted in the minutes of the Board.

A policy may be waived at any meeting, with a quorum of the Board, to permit a specific action.

### ARTICLE XIV – REVISOR OF BOARD BY-LAWS AND POLICIES

The Chancellor is hereby designated as the Revisor of Bylaws and Policies adopted by the Board of Trustees. The Chancellor shall, from time to time as he or she shall deem necessary, prepare amendments, corrections or clarifications to Board bylaws and policies for publication and distribution. Publication and distribution is to be accomplished in such manner as the Chancellor determines to be most appropriate. In preparing any amendment, correction or clarification for publication and distribution, the Chancellor shall not alter the sense, meaning or effect of any act of the Board of Trustees, but may:

- 1) renumber sections and parts of sections;
- 2) rearrange sections;
- 3) change reference numbers to agree with renumbered sections or subsections;
- 4) change capitalization for the purpose of uniformity;
- 5) correct manifest clerical or typographical errors;
- 6) remove obsolete matter within any section;
- 7) remove within any section language that conflicts with any lawful and controlling statute or regulation of the State of Nebraska or of the United States, or that has been determined to be unlawful as a result of a controlling decision of a court of the State of Nebraska or of the United States, when the same can be accomplished without impairing the sense or legality of the remainder of the section;
- 8) omit any section or sections that conflict with any lawful and controlling statute or regulation of the State of Nebraska or of the United States, or that have been determined to be unlawful as a result of a controlling decision of a court of the State of Nebraska or of the United States;
- 9) correct faulty internal references, and
- 10) harmonize provisions with former acts of the Board of Trustees in these By-laws or former policies adopted by the Board.

In response to emergency COVID-19 situations, the Chancellor is authorized to temporarily grant exceptions to, and/or temporarily waive, Board of Trustees Policy requirements as necessary at the Chancellor's discretion. Emergency actions by the Chancellor shall be approved, in advance, by the Committee on Academic and Personnel for all academic and personnel policies; Committee on Student Affairs, Marketing and Enrollment for all student affairs policies, and the Committee on Fiscal, Facilities and Audit for all budget, finance and facility related policies. Emergency action shall be reported to the full Board at the next scheduled meeting.

## GOVERNANCE AND ADMINISTRATION, NEBRASKA STATE COLLEGE SYSTEM

### BY-LAWS

Page 6 of 6

#### ARTICLE XV -- CONFLICT OF INTEREST; BOARD MEMBERS

No member of the Board shall in any manner, directly or indirectly, participate in the deliberation upon or the determination of any question affecting his or her personal interests, or the interests of any corporation, partnership or association in which the Board member is directly or indirectly personally interested. In addition, each member of the Board will file a disclosure statement as required by state law.

#### ARTICLE XVI – MEMBERS; REIMBURSEMENT AND REMUNERATION

Members of the Board shall receive no compensation for the performance of their Board duties, but may be reimbursed for their actual expenses incurred on Board affairs, including telephone and telegraph charges, postage, and travel expenses.

Legal Reference:	Article VII, Section 13	Constitution
	RRS 49-1106	Disclosure; contracts; filing; fines or incomplete filing penalty
	RRS 83-306	Director of administrative services; claims against the state; limitations
	RRS 84-302	Board of Trustees; officers
	RRS 84-306.1	Claims against the state; claim; content; automobile; airplane; statement required; receipts; personal maintenance expense
	RRS 84-1410	Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions or workshops
	RRS 84-1411	Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body
	RRS 84-1412	Meetings of public body; rights of public; public body; powers and duties
	RRS 84-1414	Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties
	RRS 85-301	State Colleges; official names; board of trustees; appointment; no compensation; traveling expenses
	RRS 85-303	Board of Trustees; secretary; duties
	RRS 85-304	Board of Trustees; rules and regulations
	RRS 85-304	Board of Trustees; powers; enumerated
	RRS 85-314	Board of Trustees; utilities, service, sale or lease

By-Laws Adopted: 1/28/77  
 By-Laws Revised: 6/5/93  
 By-Laws Revised: 12/3/98  
 By-Laws Revised: 9/17/04  
 By-Laws Revised: 3/31/06  
 By-Laws Revised: 9/15/06  
 By-Laws Revised: 11/14/08  
 By-Laws Revised: 3/26/10  
 By-Laws Revised: 9/9/11  
 By-Laws Revised: 6/10/14  
 By-Laws Revised: 1/16/18

By-Laws Revised: 6/19/18  
 By-Laws Revised: 3/21/19  
By-Laws Revised:

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

June 16, 2020

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*ACTION:*                                   **Approve Chancellor and Presidents' Contract Extensions and Salaries**

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The Chancellor and Presidents' contracts will be extended until June 30, 2022. Salary recommendations will be provided to the Board of Trustees at the meeting.

Paul Turman, NSCS Chancellor

Randy Rhine, Chadron State College President

Dan Hanson, Peru State College President

Marysz Rames, Wayne State College President

The System Office recommends approval of the Chancellor and Presidents' Contract Extensions and Salaries.



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

June 16, 2020

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***ACTION:***                                    **Approve Memorandum of Agreement with Nebraska Methodist College for Chadron State College**

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Per Board Policy 7015 which requires Board action for approval of all academic partnerships, Chadron State requests approval of the Nebraska Methodist College (NMC) Memorandum of Agreement (MOA). This MOA establishes a pathway of advisement and coordination to allow CSC students to complete a 3+1 Program that will result in dual degrees from the two institutions - a BS in Health Sciences from CSC and an AS in Respiratory Therapy from NMC.

The System Office and Chadron State College recommend approval of the Memorandum of Agreement with Nebraska Methodist College for Chadron State College.

**ATTACHMENTS:**

- CSC Nebraska Methodist College Memorandum of Agreement (PDF)

**MEMORANDUM OF AGREEMENT**  
**Between the**  
**BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES**  
**doing business as**  
**CHADRON STATE COLLEGE**  
**And**  
**NEBRASKA METHODIST COLLEGE OF NURSING AND ALLIED HEALTH**

This Memorandum of Agreement (Agreement) is designed to foster a collaborative partnership between the Board of Trustees of the Nebraska State Colleges, doing business as Chadron State College (CSC) and Nebraska Methodist College of Nursing and Allied Health d/b/a Nebraska Methodist College—The Josie Harper Campus (NMC), collectively (Parties), through the creation of an undergraduate 3+1 program (Program) in Respiratory Therapy. Students will attend CSC for three years as a Health Science major and then attend NMC’s respiratory therapy program for their fourth and final year.

Students can choose to move to Omaha during the fourth year and attend classes at NMC or they can remain in Chadron and attend classes virtually and complete clinical sites in the panhandle region of Nebraska. Students can opt to do clinical rotations at any validated clinical site or combination of clinical sites. The Program will be promoted as a *Respiratory Therapy Dual Degree – AS & BS*. Students who successfully complete the Program will earn an Associates of Science in Respiratory Therapy (ASRT) from NMC and a Bachelor of Science in Health Sciences from CSC.

Under the provisions of this Agreement, CSC and NMC agree to the following conditions:

- 1) CSC and NMC agree to collaborate on the development of the curriculum path and will provide the information necessary to successfully promote, develop, and maintain the partnership.
- 2) Transfer courses will be periodically evaluated through the exchange of course syllabi and examination by CSC and NMC. It is the responsibility of CSC to submit changes in course offerings for review to NMC. Likewise, it is the responsibility of NMC to submit changes in course offerings and/or changes to the curriculum to CSC.
- 3) To assist prospective transfer students with their academic planning, students from CSC are strongly encouraged to work with an academic advisor at CSC and an academic advisor at NMC. NMC and CSC will collaborate on recruitment, advising, and retention efforts mutually beneficial to both institutions.
- 4) CSC will meet annually with NMC to evaluate this Agreement and the articulation agreements developed through the partnership.
- 5) Students enrolled at CSC must meet the academic and behavioral standards of the Health Sciences program. As students transfer to NMC, they must meet the admission standards of the respiratory care program at NMC, including behavioral and technical standards. Courses taken at NMC will be transferred back to CSC in order to fulfill the Bachelor of Science in Health Sciences degree. Students enrolled in the Program must earn both the minimum number of total credits and the minimum number of upper class credits to obtain a degree from CSC. To earn an Associates of Science degree from NMC, students must successfully complete all required courses for this Program.

- 6) Students, while enrolled at NMC and assigned to clinical facility's instructors, are governed by the policies and procedures of NMC and the affiliated clinical facility. The training program and course offered by NMC shall be subject to approval of the Commission of Accreditation for Respiratory Care (CoARC).
- 7) NMC may charge tuition and fees to the student, as applicable, for its Program and courses.
- 8) CSC will designate a CSC faculty or staff member to act as liaison between CSC and NMC concerning matters pertinent to the Agreement and to facilitate communication and coordination of efforts between the Parties regarding course development and implementation, policies of mutual concern, and student counseling.
- 9) For each semester in which one or more CSC students are enrolled in the Program, CSC will provide the Program Director of NMC's Program an adjunct faculty appointment for serving as the instructor of record for a three (3) credit internship course that includes arranging clinical sites and supervising and evaluating students during their clinical experience. Compensation will be paid based upon the established Nebraska State Colleges' adjunct rate of pay. The appointment must be either published in the current CSC catalog, online on the CSC webpage, or designated as such by a written notification to the Program. The Parties shall review this appointment annually.
- 10) Student Qualifications. In addition to meeting all other qualifications established by NMC, CSC understands and agrees that students accepted to the Program must meet the following qualifications:
  - a. Health Exam. Students are required to have a medical exam prior to starting program and provide proof of current immunizations and/or testing for measles, mumps, rubella, skin test for tuberculosis (if positive, any treatment received and proof of negative chest x-ray), Hepatitis B (or signed waiver), Tdap within the past ten (10) years, two (2) doses of MMR or titers, Hepatitis B series and a positive titer, two (2) doses Varicella vaccine or titer, annual TB skin test, and annual influenza vaccine.
  - b. Drug Screens. Students will comply with NMC drug screen requirements and grant reasonable access to pertinent records to verify compliance. Pre-placement drug screens will be conducted at student's expense and shall consist of a 9-panel screening test. A non-negative result may disqualify the student from participation in the Program.
  - c. Criminal Background Checks. A criminal background check to encompass all counties of residence in the past ten (10) years will be conducted at the student's expense. A student will be disqualified from participation in the Program for any of the following: felony conviction within the last three (3) years; felony conviction within the last ten (10) years involving drugs, theft or violence; misdemeanor conviction within three (3) years if sentence involved jail time; multiple misdemeanors within the last ten (10) years; multiple DUIs within the last ten (10) years; any conviction involving abuse, neglect or mistreatment of a patient; and failure to disclose prior convictions.
  - d. Adult/Child Abuse and Sex Offender Registries Checks. Adult and Child Abuse Registry checks for the state of Nebraska must be completed prior to any student enrolling in the Program. Return of information on these registries can take from 30 to 90 days. Any student with a positive return on the registries will be disqualified from participation in the Program. NMC will also conduct a check of the National Sex Offender Public Website (NSOPW) Registry prior to any student enrolling in the Program.

- 11) Students must carry personal health insurance while enrolled in NMC's Program.
- 12) This Agreement does not contemplate the payment of any fees or remuneration by either Party to the other beyond those outlined above in #9.
- 13) Neither Party will discriminate against any employee, applicant or student based on gender, disability, race, color, religion, age, sexual orientation, gender identity, financial status, marital status, veteran status or national or ethnic origin.
- 14) CSC recognizes and acknowledges that, by virtue of entering into this Agreement and fulfilling the terms of this Agreement; CSC may have access to certain information of NMC that is confidential and constitutes valuable, special and unique property of NMC including business plans, marketing strategies and materials, educational and consulting materials, patient lists, contracts, systems, programs, methods, and other business records ("Confidential Information"). CSC agrees that it will not at any time, (either during or subsequent to the term of this Agreement), disclose to others, use, copy or permit to be copied, without NMC's express prior written consent or as required by law, except in connection with the performance of CSC's duties hereunder, any Confidential Information that is clearly marked "Confidential" by NMC. This clause shall survive the termination of this Agreement. Upon termination, any Confidential Information shall be promptly returned to NMC.
- 15) Neither Party shall be liable under any contracts or obligations of the other, except as otherwise provided pursuant to this Agreement, or for any negligent or intentional act or omission of the other Party or its officers, employees or agents. Neither Party shall have authority to bind the other Party to any debt, contractual, or other undertaking.
- 16) Amendments to this Agreement will be negotiated annually, documented in writing, and signed by both Parties.
- 17) The Agreement 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.
- 18) This Agreement shall not be amended except upon the express written agreement of the Parties.
- 19) Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the other provisions shall remain in full force and shall in no way be affected, impaired or invalidated, unless to do so would substantially destroy the fundamental purposes of this Agreement or substantially and unfairly alter the respective burdens and benefits of the Parties hereunder.
- 20) Waiver. Any waiver by either Party of a breach of any provision of this Agreement shall not operate as or be construed as a waiver of any other provision or any subsequent breach.
- 21) Assignment. This Agreement shall not be assigned or transferred by either Party without prior written consent.
- 22) Binding Effect. All terms of this Agreement shall be binding upon, inure to the benefit of, and be enforceable by the Parties hereto, and their heirs, legal representatives, successors and permitted assigns.

- 23) Each Party shall perform the services required in this Agreement in compliance with all applicable federal, state, and local governmental laws, rules and regulations, including without limitation, those relating to environmental, occupational, health and hazardous waste, those relating to the payment and withholding of taxes and those relating to third party payment programs such as Medicare and Medicaid. Both Parties agree to comply with the Family Educational Rights and Privacy Act of 1974 governing the privacy of student records.
- 24) Interpretation. This Agreement is the result of negotiation between the Parties, and no ambiguity herein shall be construed against either Party because of that Party's role in drafting this Agreement.
- 25) Entire Agreement. This Agreement, together with any exhibits or schedules hereto, constitute the entire agreement between the Parties as to the subject matter hereof, and replaces all prior written and oral statements and understandings. To the extent that any exhibit or schedule contains express provisions which are inconsistent with any term of this Agreement, the express provisions of the schedule or exhibit shall control.
- 26) Copies/Signatures. A fully-executed electronic copy of this Agreement shall be treated as an original Agreement and signatures may be made in counterparts to the Agreement.
- 27) Recitals. The recitals are intended to describe the intent of the Parties and the circumstances under which this Agreement is executed and shall be considered in the interpretation of this Agreement.
- 28) Headings. The headings to the various sections of this Agreement have been inserted for convenience only and shall not modify, define, limit or expand express provisions of this Agreement.
- 29) No Legal Disability. Each Party represents that its execution and performance of this Agreement will not violate any term, covenant or understanding with any other person or entity or place such Party in breach of any contractual or legal obligation to a third party.
- 30) No Third Party Beneficiaries. This Agreement is executed for the benefit of the named Parties only. Nothing in this Agreement or in the negotiation of this Agreement shall have the effect of conferring any rights or expectations on any third party. No one other than a Party to this Agreement or a Party's permitted successor or assign shall have the right to enforce any covenant, term or condition in this Agreement.
- 31) This Agreement shall be interpreted, construed and governed according to the laws of the state of Nebraska.
- 32) The designated CSC representative for purposes of monitoring and oversight of this Agreement is:

Vice President of Academic Affairs  
Dr. James Powell  
(308) 432-6203  
[jpowell@csc.edu](mailto:jpowell@csc.edu)

33) The designated NMC representative for purposes of monitoring and oversight of this Agreement is:

Assistant Professor, Program Director Respiratory Care  
Lisa Fuchs  
(402) 354-7072  
[lisa.fuchs@methodistcollege.edu](mailto:lisa.fuchs@methodistcollege.edu)

IN WITNESS THEREOF, the authorized representative(s) of both Parties have duly executed this Agreement hereto, and each Party acknowledges the receipt of a duly executed copy of this Agreement.

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

\_\_\_\_\_  
Dr. Randy Rhine, President Chadron State College

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Paul Turman, Chancellor of the Nebraska State College

\_\_\_\_\_  
Date

**For Nebraska Methodist College of Nursing and Allied Health:**

\_\_\_\_\_  
Dr. Deb Carlson, President & CEO Nebraska Methodist College

\_\_\_\_\_  
Date

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

June 16, 2020

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***ACTION:***                               **Approve a Contract Addendum with Virtual Education Software Inc. (VESi) for Chadron State College**

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Per Board Policy 7015 which requires Board action for approval of all academic partnerships, Chadron State requests approval of an Addendum to the Contract for Services with Virtual Education Software Inc. (VESi), which supports collaboration opportunities for Chadron State to provide undergraduate and graduate level continuing education/professional development course credit with VESi. This Addendum will increase the fees from \$140 to \$145 and modify the language to per course, per student.

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

The System Office and Chadron State College recommend approval of the Addendum to Contract with Virtual Education Software Inc. for Chadron State College.

**ATTACHMENTS:**

- CSC VESi Addendum 5-4-2020 (PDF)

**ADDENDUM TO  
CONTRACT FOR SERVICES**

The MEMORANDUM OF UNDERSTANDING between the Board of Trustees of the Nebraska State Colleges doing business as Chadron State College (CSC) and Virtual Education Services, Inc. dated November 30, 2019 shall be amended as follows:

Consideration. Within twenty-one (21) days after registration has been closed for the term, VESi will invoice CSC \$145 per course, per student. Upon receipt of invoice, CSC will initiate payment. This will take effect August 1<sup>st</sup>, 2020.

In WITNESS WHEREOF, the parties have caused this Addendum to the Agreement to be executed by the following authorized officials:

FOR VIRTUAL EDUCATION SERVICES, INC:

FOR CHADRON STATE COLLEGE

\_\_\_\_\_  
By: Jeanette Nash  
Title: Executive Vice President  
Dated: \_\_\_\_\_

\_\_\_\_\_  
By: Kari Gaswick  
Title: Vice President Administration & Finance  
Dated: \_\_\_\_\_

FOR NEBRASKA STATE COLLEGE SYSTEM:

\_\_\_\_\_  
By:  
Title:  
Dated: \_\_\_\_\_

Attachment: CSC VESi Addendum 5-4-2020 (2754 : Addendum to Contract with Virtual Education Software Inc. for Chadron State College)



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

June 16, 2020

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***ACTION:***                                **Approve Addition of Public History Undergraduate Certificate Offering for History Program for Peru State College**

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Per Board Policy 4200 which requires all new academic programs to be submitted to the Board for approval, Peru State seeks approval to add the following undergraduate certificate in the History program, beginning Fall 2020:

History - Public History certificate

The certificate program will prepare graduates for careers in public history. It will cover the theory and practice of public history. Students will develop an understanding of the ways in which public historians shape public perceptions of the past and the ways in which public perceptions of the past shape public history. Practical applications will be incorporated in both the course work and through class activities and projects, both in and outside of the classroom visits to local and regional museums and archives and interaction with museum and public history professionals during required internships. Students will also develop a basic competence using a variety of digital history platforms.

The System Office and Peru State College recommend approval of the Addition of Public History Undergraduate Certificate for Peru State College.

**ATTACHMENTS:**

- PSC Public History Certificate in History Proposal - June 2020 (PDF)

## Peru State College

### Proposal to add Undergraduate Certificate in Public History (Major: History)

#### 1. Descriptive Information

- A. Name of Institution:  
Peru State College (PSC)
- B. Name of Program:  
History
- C. Degrees/credentials to be awarded graduates of the program:  
Certificate in Public History
- D. Other programs offered in this field by the institution:  
None
- E. CIP code:  
54.0105
- F. Administrative units for the program:  
School of Arts and Sciences
- G. Proposed delivery site(s) and type(s) of delivery, if applicable:  
On campus PSC
- H. Proposed date (term/year) the program will be initiated:  
Fall 2020
- I. Description of Program:  
This certificate program will prepare graduates for careers in public history. It will cover the theory and practice of public history. Students will develop an understanding of the ways in which public historians shape public perceptions of the past and the ways in which public perceptions of the past shape public history. Practical application will be incorporated in both the course work and through class activities and projects, both in and outside of the classroom, visits to local and regional museums and archives and interaction with museum and public history professionals during required internships. Students will also develop a basic competence using a variety of digital history platforms.

Public History Certificate Requirements:

Fifteen (15) hours of coursework will be required for completion of this undergraduate certificate and will include the following courses.

Hist 322	Introduction to Public History (3) <b>New Course</b>
Hist 324	Introduction to Museum and Archival Practices (3) <b>New Course</b>
Psci/Bus 468	Public Administration (3)
Hist 411	Internship in Public History (6)

*HIST 322 (3 credit hours) NEW*

This course provides an introduction to the theory and practice of public history. The course will orient the student to a range of fields in which public history is practiced and provide students the opportunity to engage in the practice of public history using traditional disciplinary skill sets as well as a variety of new, broadly applicable digital history platforms.

*HIST 324 (3 credit hours) NEW*

This course provides an introduction to museum and archival practices. Students will be introduced to the history of museums and the field of museum studies. This course will consider museum theory and best practices; development, care, and use of museums, collections; collection organization and preservation; museum education and outreach; museum administration, funding, and exhibition development.

*PSCI/BUS 468 (3 credit hours)*

Students will study a range of topics involved in the administration of public agencies. Topics will include the history of America's public service, the development of intergovernmental relations, bureaucracies, public personnel, budgeting, decision making, evaluation procedures, and regulatory administration. This class will encourage students to investigate the role of public administration in the past and today, as well as to conjecture the possibilities for the future.

*HIST 441 Cooperative Education Internship (6 credit hours)*

This course is designed for students to explore and gain work experience related to their major and anticipated career goals. Students may enroll for 1-12 hours of graded credit. A minimum of forty-five hours of work experience will be required for each hour of credit per semester. The student will complete necessary paperwork with the employer and the Internship Supervisor. No more than 12 credits of internship credit may be counted towards graduation requirements.

## 2. Centrality to Role and Mission

This undergraduate certificate program offers students multiple opportunities for "personal and engaging educational experiences," beyond the classroom. Students will have multiple real-life field experiences in fulfilling the requirements of the courses required for completion of the certificate, and the required internship will provide training in the professional setting. The program will provide graduates with the knowledge and skills to enable them to obtain fulfilling employment within their fields of study, gain admission to graduate study, and become leaders within their communities. The program also helps to position the College as being vital to the region by providing well-trained interns for the numerous museums and historical societies in the area.

### 3. Evidence of Need and Demand

#### A. Need for the program:

Training in public history is a growing field and the experience students will gain is required for entry-level positions in museums, archives, historic sites, oral history projects, historic preservation, and cultural and natural resource management sites that are public-facing. The U.S. Bureau of Labor Statistics notes that the job outlook for Historians is growing at a 6% rate through 2028. (<https://data.bls.gov/projections/occupationProj>)

The proposed certificate provides employment opportunities to all history and social science majors, for those in social science education may wish to pursue summer opportunities for employment in this area. However, the certificate primarily serves those who do not wish to pursue a career in education, industry and post graduate opportunities. Offering the certificate fills a need in our local and regional historical societies that continually call on the Social Science faculty for student interns who are qualified to help with staffing and special projects. Recently, these requests have come from Peru, Auburn, Nebraska City, and most recently, from the South Dakota State Parks Commission at Ft. Sisseton and the Homestead National Monument. A student interning at a National Park or Monument gives them an advantage for numerous opportunities with the federal service. Increasingly, our non-teaching history and social science majors have expressed the desire to pursue careers in public history or museum work. However, they are increasingly unprepared for even entry-level jobs if they lack training in public history or museum work. Half of the recent students in the capstone class expressed this as a career aspiration.

- B. Demand for the Program: The program will provide a niche for the College's History/Social Science program that would make it distinctive in the state and region. Among current students, we estimate that 50% of the 40-50 students seeking the social science degree would pursue this certificate, and this new offering could attract individuals in other social science programs who wish to be more marketable as a job applicant. Art majors with an interest in curation would be the largest interest area outside of social sciences. Additionally, this program would be attractive to community members seeking employment in public history. The Southeast Nebraska region features many museums, galleries, and other tourism businesses that would benefit from employees who had these skills.

### 4. Adequacy of Resources

#### A. Faculty and Staff Resources:

Existing faculty will be able to meet this need of the program through a re-adjustment of the course rotation that eliminates sections of current courses. The sections replaced by the new course offerings would be general education sections of Hist 113/114 American History.

#### B. Physical Facilities:

Existing classroom and technological facilities would be able to accommodate the added courses proposed in this certificate. No renovation or reallocation of spaces would be required.

- C. Instructional Equipment and Informational Resources:  
No increase in instructional equipment is anticipated.
- D. Budget Projections for the first five years of program:  
No immediate impact is expected to the existing budget.

#### 5. **Avoidance of Unnecessary Duplication**

There is only one other program in the state that offers a public history option for undergraduate students, which is offered by the University of Nebraska-Kearney. However, this program is brand new as of this past Fall semester and is a testament to the increasing demand for training of this type. Other programs in the region are graduate programs. The undergraduate certificate proposed is unique in that it is offered as a certificate on an existing program rather than a stand-alone program or option.

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

This program meets the statewide plan for postsecondary education by fulfilling a need of students as well as a workforce need of the state and region. The program provides a quality career option for students in History and Social Science. Coursework provided will prepare the students for career opportunities in public history and museum work, as well as graduate work in those areas. Critical thinking, communication and research skills gained through coursework and experiential learning required for the certificate will groom students to lead informed, healthy and productive lives. This program also prepares students to meet the needs of community and regional organizations looking for qualified interns to assist their organizations in public history. The program will also help Peru State College fulfill its role in an exemplary manner by offering a unique program that maximizes its location in a history-rich part of the state.

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

June 16, 2020

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***ACTION:***                                    **Approve Affiliation Agreements with Lake Erie College of Osteopathic Medicine (LECOM) for the Early Acceptance Program for Wayne State College Students to Enter LECOM Medical, Pharmacy and Dental Programs**

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Per Board Policy 7015, which requires Board action for approval of all academic agreements, Wayne State requests approval of the Lake Erie College of Osteopathic Medicine (LECOM) Affiliation Agreements which allow Wayne State students to enter Early Acceptance Programs in Medicine, Pharmacy or Dentistry.

The System Office and Wayne State College recommend approval of the Affiliation Agreements with Lake Erie College of Medicine for Wayne State College.

**ATTACHMENTS:**

- WSC LECOM EAP Medical Affiliation Agreement (PDF)
- WSC LECOM EAP Pharmacy Affiliation Agreement (PDF)
- WSC LECOM EAP Dental Affiliation Agreement (PDF)

**Affiliation Agreement  
between  
the Board of Trustees of the Nebraska State College  
doing business as Wayne State College  
and  
Lake Erie College of Osteopathic Medicine**

This Affiliation Agreement (Agreement) 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 LAKE ERIE COLLEGE OF OSTEOPATHIC MEDICINE (LECOM), collectively (Parties), regarding the admission of students into the Doctor of Osteopathic Medicine (D.O.) Program.

This Agreement sets forth the entire Agreement of the Parties and supersedes all previous agreements, prior negotiations, discussions, and proposals.

**1. Article I: Introduction**

- 1.1 Parties.** This Agreement is made by and between Wayne State College (WSC) located at 1111 Main Street, Wayne, NE 68787 and the Lake Erie College of Osteopathic Medicine (LECOM) located at 1858 West Grandview Blvd., Erie, Pennsylvania 16509.
- 1.2 Relationship of Parties.** The relationship between the Parties to this Agreement and to each other is that of independent contractors. In performance of services, duties and obligations under this Agreement, LECOM and WSC shall be, and at all times are acting and performing as independent contractors and nothing contained herein is intended to, nor will it create the relationship of partnership, joint venture, agency, or employment between LECOM and WSC, or their respective officers, trustees, directors, servants, employees or staff.
- 1.3 Purpose.** The purpose of this Agreement is to establish an affiliation between the institutions whereby the Parties will define the criteria for WSC students to become eligible for early acceptance into LECOM's College of Medicine; leading to the Doctor of Osteopathic Medicine degree, D.O.
- 1.4 Consideration.** The Parties execute this Agreement in consideration of their mutual objective to establish an Early Acceptance Program (EAP) and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged and agreed to by the Parties.
- 1.5 Early Acceptance Program.** This Agreement establishes an EAP pursuant to which WSC undergraduate students are enrolled simultaneously by WSC and by LECOM as participants in the EAP. The EAP is designed to facilitate the admission of WSC students into LECOM's Doctor of Osteopathic Medicine program. LECOM will interview students prior to their enrollment at WSC or within the first

two (2) years of study at WSC. Students interviewing successfully will be offered a provisional acceptance to LECOM's Doctor of Osteopathic Medicine program. Upon meeting the criteria for final acceptance, they will matriculate to the LECOM campus of their choice; dependent upon space availability.

Because this is a demanding professional program, the requirements listed for acceptance have been established to demonstrate that the student is capable of handling the rigorous course load.

**1.6 Representatives.** Each party shall designate a representative responsible for expediting and directing applications and admissions to the EAP.

**1.6.1** WSC designates Todd Young, Ph.D. to be its representative (Representative) to the EAP. The Representative may be changed by WSC in its sole discretion.

**1.6.2** LECOM designates John Wojtkielewicz to be its Representative (Representative) to the EAP. The Representative may be changed by LECOM in its sole discretion.

**1.6.3** In the event a Party changes Representatives, it shall notify the other of the change in writing as soon as practical.

## **2. Article II: Program Considerations**

**2.1 Phases.** The EAP is comprised of two (2) phases. Phase I is defined as the years of undergraduate education while at WSC. Phase II consists of the medical school education while at LECOM and its associated clinical training sites.

**2.2 Enrollment.** All applicants who have met WSC entrance requirements, who will be or are currently full time students at WSC and meet or exceed the minimum Admissions Criteria listed in the LECOM EAP Student Policy Manual (LESPM), are eligible to enroll in Phase I of the EAP.

**2.2.1** Exceptions. The following exceptions apply:

**2.2.1.1** They must be U.S. citizens or lawful permanent residents; and

**2.2.1.2** They may not have already earned a four-year undergraduate degree.

**2.2.2** Application to enroll in the EAP may occur prior to matriculation at WSC; i.e., as a high school senior, or after matriculation at WSC. Application to the EAP is initiated by an inquiry through a link on the LECOM portal (<http://portal.lecom.edu>).

**2.2.3** WSC may establish its own supplemental application to determine participation in the EAP.

**2.2.4** An applicant is considered to be officially enrolled in the EAP as of the date shown on the provisional letter of acceptance.



- 2.2.5 WSC retains the right to dismiss students from the EAP for academic or disciplinary reasons, in accordance with WSC guidelines.
- 2.3 **Number of Students Accepted.** Each academic year, a maximum of five (5) students will be accepted by LECOM into Phase II from WSC's EAP.
- 2.3.1 To allow for attrition from the time of EAP enrollment until LECOM matriculation, up to 10 WSC students with the same year of LECOM matriculation may be enrolled in Phase I of the EAP. Should more than five (5) of the ten (10) enrolled students meet the final acceptance criteria, LECOM will permit them to matriculate.
- 2.3.2 WSC and LECOM reserve the right to limit the number of students enrolled in this EAP.
- 2.3.3 LECOM reserves the right to amend this Agreement to either increase or decrease the number of students accepted for LECOM matriculation each academic year.
- 2.3.4 LECOM will notify WSC in writing of its intent to change the number of students accepted for LECOM matriculation each academic year from WSC at least twelve (12) months prior to making the change.
- 2.3.4.1 The decision to increase the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM and a demonstrated need by WSC to ensure that more students may advance to Phase II of the EAP.
- 2.3.4.2 A decrease in the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM. LECOM shall make such determination, and inform WSC in writing thereof, not less than sixty (60) days prior to the applicable deadline for students to apply to this EAP and any such decrease shall be effective solely with respect to academic years following the year in which such students would be eligible for Phase II.
- 2.4 **WSC/LECOM Responsibility.** Consultation and communication on program evaluations and student progress should be maintained by WSC's and LECOM's Representatives.
- 2.4.1 The LECOM Representative will provide the WSC Representative and WSC's Admissions office with a copy of the LECOM EAP Student Policy Manual (LESPM) prior to the start of a new EAP interview cycle.
- 2.4.2 At the EAP interview, the LECOM Representative will provide each applicant with a copy of the LESPM.
- 2.4.3 The LECOM Representative will provide the WSC Representative and Admissions office in writing the name and contact information of any high school applicant that has completed an EAP inquiry and listed WSC as a school to which they may apply.

- 2.4.3.1** The LECOM Representative will notify the WSC Representative in writing whenever a change in the applicant's EAP status occurs.
- 2.4.4** The LECOM Representative will provide the WSC Representative in writing the EAP interview status of all WSC students who have applied to enroll in the EAP within two (2) weeks of their interviews.
- 2.4.5** All interviews will be conducted by LECOM and must be in-person; either on a LECOM campus or at an off campus location designated by LECOM. Videoconferencing and phone interviews are not acceptable. No additional interview will be required prior to entering Phase II.
- 2.4.5.1** One EAP interview date will be scheduled to be held at WSC each academic year. The date of the interview will be mutually agreed upon by both Parties.
- 2.4.5.1.1** WSC will provide the LECOM interviewers with a room large enough to interview a group of at least eight (8) applicants at a time.
- 2.4.5.1.2** WSC will provide a room to conduct an introductory presentation that is large enough to seat all of the EAP applicants and no more than two (2) guests per applicant.
- 2.4.6** Following the successful LECOM interview, WSC must approve the Phase I participation of each applicant who will matriculate or is matriculated at WSC.
- 2.4.7** The LECOM Representative will provide the WSC Representative with a copy of the student's provisional letter of acceptance and signed Record Release Form.
- 2.4.8** LECOM will conditionally reserve a seat for each WSC students with a provisional letter of acceptance.
- 2.4.9** The WSC Representative will provide counseling to students and evaluate each enrolled student's performance in accordance with the requirements as stated herein and in the LESPM.
- 2.4.9.1** Subject to FERPA guidelines, the WSC Representative will notify the LECOM Representative in writing if a student has been subject to any academic or disciplinary action taken by WSC.
- 2.4.10** LECOM will calculate and review the Cumulative Overall GPA and the Cumulative Science GPA in February and July of each year.
- 2.4.11** While WSC and LECOM will exercise reasonable care and diligence in the advisement of students concerning requirements for admission to Phase I or Phase II, failure of a student to comply with any of the requirements for admission to Phase I or Phase II shall not be deemed a breach of this Agreement by WSC or LECOM and WSC or LECOM shall have no liability as a result of a student's failure to comply with such requirements.

**2.4.12** The LECOM Representative will advise the WSC Representative in writing if a WSC student is in danger of being removed from the EAP for any reason and consult with WSC Representative prior to removing such WSC student; provided however, that LECOM shall retain final discretion to remove any such student from the EAP.

**2.4.13** WSC will provide a LECOM recruiter with the opportunity to meet with EAP enrolled and non-enrolled students to discuss LECOM's programs.

**2.4.14** LECOM will provide WSC Admissions and Representative with literature supporting the EAP and, if requested, one (1) visit to the WSC campus per year by a LECOM representative.

**2.5** **Annual Reviews.** An annual review of the EAP will be conducted jointly by the Parties to this Agreement. This review may include but not be limited to:

**2.5.1** A review of enrolled students' performance and progress;

**2.5.2** A review of any changes to acceptance requirements; and

**2.5.3** A review of other changes to the Agreement.

**2.5.4** Each Party shall bear its own costs incurred in connection with such review.

### **3. Article III: Degree Awarded**

**3.1** **Baccalaureate Degree for the EAP.** WSC will award to students enrolled in the EAP a baccalaureate degree in an appropriate field upon their completing the degree requirements as outlined in the WSC catalog. Upon receipt of such degree, students shall no longer be considered students of WSC.

**3.2** **Doctor of Osteopathic Medicine Degree.** Students will be awarded the degree of Doctor of Osteopathic Medicine (D.O.) by LECOM after successful completion of the medical curriculum, successfully passing COMLEX-1, COMLEX-2 CE and COMLEX-2 PE of the National Board of Osteopathic Medical Examiners, and otherwise satisfying all requirements as identified by LECOM for graduation.

### **4. Article IV: General Considerations**

**4.1** **Publicity.** WSC and LECOM may feature the EAP in their respective catalogs and admission activities, and may refer to the Program in their career counseling of students interested in Osteopathic Medicine, provided any publicity shall be approved in writing by the Parties prior to its use. Neither Party shall make use of the other party's trademarks, trade names and service marks without the other Party's prior written consent.

**4.2** **Nondiscrimination/Anti-Harassment Clause.** During the term of this Agreement, the Parties agree as follows:

**4.2.1** To continue their respective policies of nondiscrimination per Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments Act

of 1972, and all other applicable local, state and federal laws, including, but not limited to, Title III of the Americans with Disabilities Act; and

**4.2.2** To establish and maintain a written anti-harassment policy and inform their students and employees of the policy. The policy must contain a notice that harassment of any kind will not be tolerated and employees, students or others who engage in such conduct will be disciplined or sanctioned.

**4.3** **Amendment of Requirements.** From time to time, WSC may amend the requirements for the baccalaureate degree and LECOM may amend the requirements for admission to the Doctor of Osteopathic Medicine Program.

**4.3.1** Amendments to LECOM's admission requirements resulting from changes made by the LECOM's accreditation agencies will become effective in accordance with the dates specified by the agency making the change. The specified changes will apply to all students currently enrolled in the EAP and to all applicants to the EAP; provided, however, that any students currently enrolled in the EAP shall have all deadlines extended by a reasonable period of time permitting such students to satisfy such changes.

**4.3.2** Students currently enrolled in the EAP and those enrolling within twelve (12) months from the effective date of an amendment to LECOM's admission requirements will be exempt from the amendment to LECOM's admission requirements, except those covered by line 4.3.1. The new requirements will apply to all other students and applicants. If a LECOM admission requirement is reduced or removed by an amendment, the change will immediately apply to all currently enrolled students and new enrollees.

**4.3.3** Any amendments made to the pre-medical program requirements at WSC affecting an enrolled student must comply with LECOM's minimum requirements as listed in the LESPM.

**4.3.4** In the event that such amendment(s) may occur, the amending party shall notify the other in writing of any change(s) prior to January 1st of the academic year in which the change(s) first apply.

**4.4** **Term of Agreement.** This Agreement shall commence on July 1, 2020 and shall continue from academic year to academic year unless terminated in accordance with the provisions of this Agreement.

**4.5** **Termination of Agreement.** WSC or LECOM may terminate this Agreement for any reason with ninety (90) days written notice, which shall be given by Registered or Certified Mail service or by nationally recognized overnight delivery service upon the Party's principal business address and directed to the attention of the President of the institution. Either party may terminate this Agreement immediately by written notice to the other Party upon the occurrence of any of the following events involving the non-terminating Party:

**4.5.1** Bankruptcy, receivership or dissolution of the Party;

**4.5.2** The Party losing its ability to transact business;

- 4.5.3 Refusal by the Party to abide by the law, regulatory requirements or a material term or obligation set forth in this Agreement;
- 4.5.4 Loss of accreditation;
- 4.5.5 The notification from a federal, state or accrediting body that the LECOM's Doctor of Osteopathic Medicine program does not comply with applicable standards.
- 4.5.6 Each Party is obligated to provide the other Party with written notice, within five (5) days of knowledge or notice of 4.5.1, 4.5.2, 4.5.3, 4.5.4, 4.5.5.
- 4.5.7 In the event of notice described in 4.5.6 and or termination, described in 4.5, the Parties to this Agreement will meet and will confer and cooperate in good faith to ensure that all necessary and appropriate notices are provided to students and will honor commitments to any student currently enrolled in the EAP to the fullest extent possible.
- 4.6 **Mutual Indemnification.** Each Party agrees to indemnify, defend and hold harmless the other Party and its officers, directors, employees, trustees, agents and representatives from all costs, losses, damages, liabilities, expenses, demands and judgments, including court costs and reasonable attorney's fees, to the extent that the same arises out of or results from the acts or omissions of the indemnifying Party. All indemnity obligations shall survive any end to this Agreement. Without limiting the foregoing, LECOM expressly agrees to indemnify defend and hold harmless WSC and its officers, directors, employees, trustees, agents and representatives from all Claims arising from LECOM's acceptance, enrollment, or ongoing matriculation decisions (e.g., removing a WSC student from EAP or failing to enroll a student in or accept into Phase II any WSC student enrolled in the EAP).
- 4.7 **Liability.** Neither LECOM nor WSC assumes any liabilities to each other. As to liability for damage, injuries or death to persons, or damages to property, WSC and LECOM do not waive any defense as a result of entering into this Agreement. This provision shall not be construed to limit either party's rights, obligations, liabilities, claims or defenses that arise as a matter of law pursuant to any provisions of this Agreement.
- 4.8 **Modifications.** The terms of this Agreement may not be modified unless a modification is agreed to by both Parties, in writing.
- 4.9 **Confidentiality.** The Parties acknowledge that, during the term and in the course of performing their obligations hereunder, each Party may receive or become exposed to confidential information of the other party and the other Party's students, alumni, faculty, and staff. Confidential information shall include without limitation, all information provided by one Party to the other, whether intentionally, unintentionally, directly or indirectly, relating to any student, former student, alumni or other person affiliated, or previously affiliated with the disclosing Party (including, but not limited to, names, addresses, phone numbers, social security numbers, or any and all other personally identifiable information).

Each Party acknowledges and agrees that the other Party's confidential information shall remain the exclusive property of the other Party. Neither Party shall use or permit any other entity to use the confidential information for any purpose other than as required to perform its obligations under this Agreement. Neither Party shall disclose any confidential information to any third party, except as expressly permitted under this Agreement or by applicable law. Confidential information shall only be used for the sole purposes defined in this Agreement, and any other use shall be deemed to be a material breach of this Agreement and, in addition to all other remedies available hereunder, the non-breaching party shall be entitled to seek injunctive relief to prevent any use of confidential information not wholly consistent with the uses specified in this Agreement. In performing its duties hereunder, each Party shall fully comply with all of the requirements of the Family Educational Rights and Privacy Act (FERPA), the regulations promulgated there under and all other applicable federal, state and local law.

- 4.10 Privacy.** Both Parties acknowledge that they will obtain contact information for students being considered for, or enrolled in, the EAP. Both Parties agree that the exclusive use of any student information is to fulfill their respective obligations under this Agreement and further agrees not to release any information in the student profile to any third party. To the extent either Party is in possession of any student record or information, such record or information shall be handled in accordance with all applicable Federal, State and local laws including but not limited to the Family Educational Rights and Privacy Act (FERPA).
- 4.11 No Third Party Beneficiary.** Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Parties that any such person or entity, other than the parties hereto, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
- 4.12 Compliance with Law.** Each Party shall comply with all applicable laws, regulations or ordinances and maintain in effect all of the licenses, permission, authorizations, consents and permits that it needs to carry out its obligations under this Agreement.
- 4.13 Entire Agreement.** This Agreement constitutes the entire Agreement between the Parties and supersedes all prior communications, agreements and understandings, written or oral, with respect to the subject matter of this Agreement.

**[Signature Page Follows]**

**LECOM Medical School**  
*Early Acceptance Program*

**AFFILIATION AGREEMENT**  
with  
**Wayne State College**

The Affiliation Agreement, as presented in the preceding pages of this document, will become effective when all Parties listed below have signed the Agreement.

\_\_\_\_\_  
Silvia M. Ferretti, D.O. Date  
Provost, Senior Vice-President  
and Dean of Academic Affairs  
Lake Erie College of  
Osteopathic Medicine

\_\_\_\_\_  
Marysz Rames, Ph.D. Date  
President  
Wayne State College

\_\_\_\_\_  
John M. Ferretti, D.O. Date  
President  
Lake Erie College of  
Osteopathic Medicine

\_\_\_\_\_  
Paul Turman, Ph.D. Date  
Chancellor  
Board of Trustees, Nebraska State Colleges

**Affiliation Agreement  
between  
the Board of Trustees of the Nebraska State College  
doing business as Wayne State College  
and  
Lake Erie College of Osteopathic Medicine**

This Affiliation Agreement (Agreement) 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 LAKE ERIE COLLEGE OF OSTEOPATHIC MEDICINE (LECOM), collectively (Parties), regarding the admission of students into the Doctor of Pharmacy (Pharm.D.) Program.

This Agreement sets forth the entire Agreement of the Parties and supersedes all previous agreements, prior negotiations, discussions, and proposals.

**1. Article I: Introduction**

- 1.1 Parties.** This Agreement is made by and between Wayne State College (WSC) located at 1111 Main Street, Wayne, NE 68787 and the Lake Erie College of Osteopathic Medicine (LECOM) located at 1858 West Grandview Blvd., Erie, Pennsylvania 16509.
- 1.2 Relationship of Parties.** The relationship between the Parties to this Agreement and to each other is that of independent contractors. In performance of services, duties and obligations under this Agreement, LECOM and WSC shall be, and at all times are acting and performing as independent contractors and nothing contained herein is intended to, nor will it create the relationship of partnership, joint venture, agency or employment between LECOM and WSC, or their respective officers, trustees, directors, servants, employees or staff.
- 1.3 Purpose.** The purpose of this Agreement is to establish an affiliation between the institutions whereby the Parties will define the criteria for WSC students to become eligible for early acceptance into LECOM's School of Pharmacy; leading to the Doctor of Pharmacy degree, Pharm.D.
- 1.4 Consideration.** The Parties execute this Agreement in consideration of their mutual objective to establish an Early Acceptance Program (EAP) and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged and agreed to by the Parties.
- 1.5 Early Acceptance Program.** This Agreement establishes an EAP pursuant to which WSC undergraduate students are enrolled simultaneously by WSC and by LECOM as participants in the EAP. The EAP is designed to facilitate the admission of WSC students into LECOM's Doctor of Pharmacy



program. LECOM will interview qualified students prior to their enrollment at WSC or within the first two (2) years of study at WSC. Students interviewing successfully will be offered a provisional acceptance to LECOM's Doctor of Pharmacy program. Upon meeting the criteria for final acceptance, they will matriculate to the LECOM campus of their choice.

Because this is a demanding professional program, the requirements listed for acceptance have been established to demonstrate that the student is capable of handling the rigorous course load.

**1.6 Representatives.** Each party shall designate a representative responsible for expediting and directing applications and admissions to the EAP.

**1.6.1** WSC designates Todd Young, Ph.D. to be its representative (Representative) to the EAP. The Representative may be changed by WSC in its sole discretion.

**1.6.2** LECOM designates John Wojtkielewicz to be its representative (Representative) to the EAP. The Representative may be changed by LECOM in its sole discretion.

**1.6.3** In the event a Party changes Representatives, it shall notify the other of the change in writing as soon as practical.

## 2. **Article II: Program Considerations**

**2.1 Phases.** The EAP is comprised of two (2) phases. Phase I is defined as the years of undergraduate education while at WSC. Phase II consists of the pharmacy school education while at LECOM and its associated clinical training sites.

**2.2 Tracks.** The EAP offers two tracks.

**2.2.1 The "4+" track** is the recommended track for most students. It is comprised of two phases. Phase I consists of four (4) years of undergraduate education at WSC. Phase II consists of three (3) years of pharmacy school education at LECOM's Erie campus or four (4) years of pharmacy school education at the Bradenton campus and their associated clinical training sites.

**2.2.2 The "3+" track** is available to all students but is typically utilized by the highly motivated student who wishes to enter pharmacy school before receiving an undergraduate degree. It is comprised of two phases. Phase I consists of three (3) years of undergraduate education at WSC. Phase II consists of three (3) years of pharmacy school education at LECOM's Erie campus or four (4) years of pharmacy school education at the Bradenton campus and their associated clinical training sites.

**2.2.2.1** At WSC's discretion, this program will permit the student to receive a baccalaureate degree from WSC after the completion of the first year at LECOM.

**2.2.2.2** Students in this track may not qualify for an undergraduate degree if they fail to successfully complete any of the first year Pharmacy courses.

**2.3** **Enrollment.** All applicants who are U.S. citizens or lawful permanent residents, have met WSC entrance requirements, who will be or are currently full time students at WSC and meet or exceed the minimum Admissions Criteria listed in the LECOM EAP Student Policy Manual (LESPM), are eligible to enroll in Phase I of the EAP.

**2.3.1** International applicants holding an F-1VISA may apply.

**2.3.1.1** They must be able to provide an official background check from any previous country in which he or she has lived within at least the last five (5) years; and

**2.3.1.2** They must agree to the requirements stated in Addendum A;

**2.3.2** Applicants who have already earned a four-year undergraduate degree are not eligible.

**2.3.3** Application to enroll in the EAP may occur prior to matriculation at WSC; i.e., as a high school senior, or after matriculation at WSC. Application to the EAP is initiated by an inquiry through a link on the LECOM portal (<http://portal.lecom.edu>).

**2.3.4** WSC may establish its own supplemental application to determine participation in the EAP.

**2.3.5** An applicant is considered to be officially enrolled in the EAP as of the date shown on the provisional letter of acceptance.

**2.3.6** WSC retains the right to dismiss students from the EAP for academic or disciplinary reasons, in accordance with WSC guidelines.

**2.4** **Number of Students Accepted.** Each academic year, a maximum combined total (Bradenton campus and Erie campus) of five (5) students will be accepted by LECOM into Phase II from WSC's EAP.

**2.4.1** To allow for attrition from the time of EAP enrollment until LECOM matriculation, up to ten (10) WSC students with the same year of LECOM matriculation may be enrolled in Phase I of the EAP. Should more than five (5) of the ten (10) enrolled students meet the final acceptance criteria, LECOM will permit them to matriculate.

**2.4.2** WSC and LECOM reserve the right to limit the number of students enrolled in this EAP.

- 2.4.3 LECOM reserves the right to amend this Agreement to either increase or decrease the number of students accepted for LECOM matriculation each academic year.
- 2.4.4 LECOM will notify WSC in writing of its intent to change the number of students accepted for LECOM matriculation each academic year from WSC at least twelve (12) months prior to making the change
  - 2.4.4.1 The decision to increase the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM and a demonstrated need by WSC to ensure that more students may advance to Phase II of the EAP.
  - 2.4.4.2 A decrease in the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM. LECOM shall make such determination, and inform WSC in writing thereof, not less than sixty (60) days prior to the applicable deadline for students to apply to this EAP and any such decrease shall be effective solely with respect to academic years following the year in which such students would be eligible for Phase II.

**2.5 WSC / LECOM Responsibility.** Consultation and communication on program evaluations and student progress should be maintained by WSC's and LECOM's Representatives.

- 2.5.1 The LECOM Representative will provide the WSC Representative and WSC's Admissions office with a copy of the LECOM EAP Student Policy Manual (LESPM) prior to the start of a new EAP interview cycle.
- 2.5.2 At the EAP interview, the LECOM Representative will provide each applicant with a copy of the LESPM.
- 2.5.3 The LECOM Representative will provide the WSC Representative and WSC's Admissions office in writing the name and contact information of any high school applicant that has completed an EAP inquiry and listed WSC as a school to which they may apply.
  - 2.5.3.1 The LECOM Representative will notify the WSC Representative in writing whenever a change of the applicant's EAP status occurs.
- 2.5.4 The LECOM Representative will provide the WSC Representative in writing the EAP interview status of all WSC's students who have applied to enroll in the EAP within two (2) weeks of their interviews.
- 2.5.5 All interviews will be conducted by LECOM and must be in-person; either on a LECOM campus or at an off campus location designated by LECOM. Videoconferencing and phone interviews are not

acceptable. No additional interview will be required prior to entering Phase II.

- 2.5.5.1** One EAP interview date will be scheduled to be held at WSC each academic year. The date of the interview will be mutually agreed upon by both Parties.
  - 2.5.5.1.1** WSC will provide the LECOM interviewers with a room large enough to interview a group of at least eight (8) applicants at a time.
  - 2.5.5.1.2** WSC will provide a room to conduct an introductory presentation that is large enough to seat all of the EAP applicants and no more than two (2) guests per applicant.
- 2.5.6** Following the successful LECOM interview, WSC must approve the Phase I participation of each applicant who will matriculate or is matriculated at WSC.
- 2.5.7** The LECOM Representative will provide the WSC Representative with a copy of the student's provisional letter of acceptance and signed Record Release Form.
- 2.5.8** LECOM will conditionally reserve a seat for each WSC student with a provisional letter of acceptance.
- 2.5.9** The WSC Representative will provide counseling to students and evaluate students' performance in accordance with the requirements as stated herein.
  - 2.5.9.1** Subject to FERPA guidelines, the WSC Representative will notify the LECOM Representative in writing if a student has been subject to any academic or disciplinary action taken by WSC.
- 2.5.10** LECOM will calculate and review the Cumulative Overall GPA and the Cumulative Science GPA in February and July of each year.
- 2.5.11** While WSC and LECOM will exercise reasonable care and diligence in the advisement of students concerning requirements for admission to Phase I or Phase II, failure of a student to comply with any of the requirements for admission to Phase I or Phase II shall not be deemed a breach of this Agreement by WSC or LECOM. WSC or LECOM, shall have no liability as a result of a student's failure to comply with such requirements.
- 2.5.12** The LECOM Representative will advise the WSC Representative in writing if a WSC student is in danger of being removed from the EAP for any reason and consult with the WSC Representative prior to removing such WSC's student; provided however, that LECOM shall retain final discretion to remove any such student from the EAP.

**2.5.13** WSC will provide a LECOM recruiter with the opportunity to meet with EAP enrolled and non-enrolled students to discuss LECOM's programs.

**2.5.14** LECOM will provide WSC's Admissions and Representative literature supporting the EAP and, if requested, one (1) visit per year by a LECOM representative.

**2.6** **Annual Reviews.** An annual review of the EAP will be conducted jointly by the Parties to this Agreement. This review may include but not be limited to:

**2.6.1** A review of enrolled students' performance and progress;

**2.6.2** A review of any changes to acceptance requirements; and

**2.6.3** A review of other changes to the Agreement.

**2.6.4** Each Party shall bear its own costs incurred in connection with such review.

### **3. Article III: Degree Awarded**

#### **3.1 Baccalaureate Degree for the EAP.**

##### **3.1.1 4+4 Track**

**3.1.1.1** WSC will award to students enrolled in the "4+4" track a baccalaureate degree in an appropriate field upon their completing the degree requirements as outlined in the WSC catalog. Upon receipt of such degree, students shall no longer be considered students of WSC.

##### **3.1.2 3+4 Track**

**3.1.2.1** Upon completion of a student's third year at WSC, such student shall cease to be a student of WSC and become a student of LECOM

**3.1.2.2** Students in the "3+" track must request a LECOM transcript be sent to WSC in order to receive their undergraduate degree. The transcript must show:

**3.1.2.3** A grade of "C" or better in each LECOM course used to satisfy WSC's degree requirements; and

**3.1.2.4** A minimum of 30 credit hours toward the Doctor of Pharmacy degree.

**3.1.2.5** Upon receipt of the LECOM transcript and assuming completion of the degree requirements as outlined in WSC's catalog, WSC will then confer the appropriate baccalaureate degree upon these students at their next regularly scheduled graduation ceremony.

- 3.2 **Doctor of Pharmacy Degree.** Students will be awarded the degree of Doctor of Pharmacy (Pharm.D.) by LECOM after successfully completing the entire Erie or Bradenton pharmacy curriculum and otherwise satisfying all requirements as identified by LECOM for graduation.

#### 4. Article IV: General Considerations

- 4.1 **Publicity.** WSC and LECOM may feature the EAP in their respective catalogs and admission activities, and may refer to the Program in their career counseling of students interested in Pharmacy Medicine, provided any publicity shall be approved in writing by the Parties prior to its use. Neither Party shall make use of the other Party's trademarks, trade names and service marks without the other Party's prior written consent.
- 4.2 **Nondiscrimination/Anti-Harassment Clause.** During the term of this Agreement, the Parties agree as follows:
- 4.2.1 To continue their respective policies of nondiscrimination per Titles VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments Act of 1972, and all other applicable local, state and federal laws, including, but not limited to, Title III of the Americans with Disabilities Act; and
- 4.2.2 To establish and maintain a written anti-harassment policy and inform their students and employees of the policy. The policy must contain a notice that harassment of any kind will not be tolerated and employees, students or others who engage in such conduct will be disciplined or sanctioned.
- 4.3 **Amendment of Requirements.** From time to time, WSC may amend the requirements for the baccalaureate degree and LECOM may amend the requirements for admission to the Doctor of Pharmacy Program.
- 4.3.1 Amendments to LECOM's admission requirements resulting from changes made by the LECOM's accreditation agencies will become effective in accordance with the dates specified by the agency making the change. The specified changes will apply to all students currently enrolled in the EAP and to all applicants to the EAP; provided, however, that any students currently enrolled in the EAP shall have all deadlines extended by a reasonable period of time permitting such students to satisfy such changes.
- 4.3.2 Students currently enrolled in the EAP and those enrolling within twelve (12) months from the effective date of an amendment to LECOM's admission requirements will be exempt from the amendment to LECOM's admission requirements, except those covered by line 4.3.1. The new requirements will apply to all other students and applicants. If a LECOM admission requirement is

reduced or removed by an amendment, the change will immediately apply to all currently enrolled students and new enrollees.

- 4.3.3** Any amendments made to the pre-pharmacy program requirements at WSC affecting an enrolled student must comply with LECOM's minimum requirements as listed in the LESP.M.
- 4.3.4** In the event that such amendment(s) may occur, the amending Party shall notify the other in writing of any change(s) prior to January 1st of the academic year in which the change(s) first apply.
- 4.4** **Term of Agreement.** This Agreement shall commence on July 1, 2020 and shall continue from academic year to academic year unless terminated in accordance with the provisions of this Agreement.
- 4.5** **Termination of Agreement.** WSC or LECOM may terminate this Agreement for any reason with ninety (90) days written notice, which shall be given by Registered or Certified Mail service or by nationally recognized overnight delivery service upon the party's principal business address and directed to the attention of the President of the institution. Either Party may terminate this Agreement immediately by written notice to the other Party upon the occurrence of any of the following events involving the non-terminating Party:
- 4.5.1** Bankruptcy, receivership or dissolution of the Party;
- 4.5.2** The Party losing its ability to transact business;
- 4.5.3** Refusal by the Party to abide by the law, regulatory requirements or a material term or obligation set forth in this Agreement;
- 4.5.4** Loss of accreditation;
- 4.5.5** The notification from a federal, state or accrediting body that the LECOM's Doctor of Pharmacy program does not comply with applicable standards.
- 4.5.6** Each Party is obligated to provide the other Party with written notice, within five (5) days of knowledge or notice of 4.5.1, 4.5.2, 4.5.3, 4.5.4, 4.5.5.
- 4.5.7** In the event of notice described in 4.5.6 and or termination, described in 4.5, the Parties to this Agreement will meet and will confer and cooperate in good faith to ensure that all necessary and appropriate notices are provided to students and will honor commitments to any student currently enrolled in the EAP to the fullest extent possible.
- 4.6** **Mutual Indemnification.** Each Party agrees to indemnify, defend and hold harmless the other Party and its officers, directors, employees, agents and representatives from all costs, losses, damages, liabilities, expenses, demands and judgments, including court costs and reasonable attorney's fees, to the extent the same arises out of or results from the acts or omissions

of the indemnifying Party. All indemnity obligations shall survive any end to this Agreement. LECOM expressly agrees to indemnify defend and hold harmless WSC and its officers, directors, employees, agents and representatives from all Claims arising from LECOM's acceptance, enrollment, or ongoing matriculation decisions (e.g., removing a WSC student from EAP or failing to enroll a student in or accept into Phase II any WSC student enrolled in the EAP).

- 4.7 Liability.** Neither LECOM nor WSC assumes any liabilities to each other. As to liability for damage, injuries or death to persons, or damages to property, WSC and LECOM do not waive any defense as a result of entering into this Agreement. This provision shall not be construed to limit either Party's rights, obligations, liabilities, claims or defenses that arise as a matter of law pursuant to any provisions of this Agreement.
- 4.8 Modifications.** The terms of this Agreement may not be modified unless a modification is agreed to by both Parties, in writing.
- 4.9 Confidentiality.** The Parties acknowledge that, during the term and in the course of performing their obligations hereunder, each Party may receive or become exposed to confidential information of the other Party and the other Party's students, alumni, faculty, and staff. Confidential information shall include without limitation, all information provided by one Party to the other, whether intentionally, unintentionally, directly or indirectly, relating to any student, former student, alumni or other person affiliated, or previously affiliated with the disclosing Party (including, but not limited to, names, addresses, phone numbers, social security numbers, or any and all other personally identifiable information).

Each Party acknowledges and agrees that the other Party's confidential information shall remain the exclusive property of the other Party. Neither Party shall use or permit any other entity to use the confidential information for any purpose other than as required to perform its obligations under this Agreement. Neither Party shall disclose any confidential information to any third Party, except as expressly permitted under this Agreement or by applicable law. Confidential information shall only be used for the sole purposes defined in this Agreement, and any other use shall be deemed to be a material breach of this Agreement and, in addition to all other remedies available hereunder, the non-breaching Party shall be entitled to seek injunctive relief to prevent any use of confidential information not wholly consistent with the uses specified in this Agreement. In performing its duties hereunder, each Party shall fully comply with all of the requirements of the Family Educational Rights and Privacy Act (FERPA), the regulations promulgated there under and all other applicable federal, state and local law.

- 4.10 Privacy.** Both parties acknowledge that they will obtain contact information for students being considered for, or enrolled in, the EAP. Both Parties agree that the exclusive use of any student information is to fulfill their respective obligations under this Agreement and further agrees not to release any



information in the student profile to any third party. To the extent either Party is in possession of any student record or information, such record or information shall be handled in accordance with all applicable Federal, State and local laws including but not limited to the Family Educational Rights and Privacy Act (FERPA).

- 4.11 No Third Party Beneficiary.** Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Parties that any such person or entity, other than the Parties hereto, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
- 4.12 Compliance with Law.** Each Party shall comply with all applicable laws, regulations or ordinances and maintain in effect all of the licenses, permission, authorizations, consents and permits that it needs to carry out its obligations under this agreement.
- 4.13 Entire Agreement.** This Agreement, including Addendum A, constitutes the entire Agreement between the Parties and supersedes all prior communications, agreements and understandings, written or oral, with respect to the subject matter of this Agreement.

**[Signature Page Follows]**

**LECOM School of Pharmacy  
Early Acceptance Program**

**AFFILIATION AGREEMENT  
with  
Wayne State College**

The Affiliation Agreement, as presented in the preceding pages of this document, will become effective when all Parties listed below have signed the Agreement.

\_\_\_\_\_  
Hershey Bell, M.D.                      Date  
Vice-President of Academic Affairs  
and Dean of the School of Pharmacy  
Lake Erie College of  
Osteopathic Medicine

\_\_\_\_\_  
Marysz Rames, Ph.D.                      Date  
President  
Wayne State College

\_\_\_\_\_  
John M. Ferretti, D.O.                      Date  
President  
Lake Erie College of  
Osteopathic Medicine

\_\_\_\_\_  
Paul Turman, Ph. D.                      Date  
Chancellor  
Board of Trustees, Nebraska State Colleges

Attachment: WSC LECOM EAP Pharmacy Affiliation Agreement (2697 : Affiliation Agreements with Lake Erie College of Medicine for Wayne

## ADDENDUM A

**INTERNATIONAL STUDENTS**

The following policy has been established for international candidates applying for admission to LECOM and/or for students with credentials from a college or university not in the U.S.:

- International students applying for admission to LECOM must meet all general admissions requirements as stated in LECOM's admissions policy and Supplemental Application.
- A minimum of two (2) years undergraduate training (60 semester hours of credit) must be completed at a United States institution of higher education prior to consideration for admission to LECOM. Proficiency in the English language; both written and spoken, is required.
- All course work taken at foreign institutions must be evaluated by World Education Services, Inc., P.O. Box 745, Old Chelsea Station, New York, NY 10011, (212) 966-6311, or Josef Silny & Associates, Inc., International Education Consultants, P.O. Box 248233, Coral Gables, FL, 33124, (305) 666-0233.
- Credit for advanced standing will not be given for any work completed in foreign graduate or medical schools. All students must apply for first-year status.
- International students must have permanent residency status (Alien Registration Card) to be eligible to receive any type of financial assistance through the College loan programs.
- International students not having their permanent residency status must provide written proof of ability to finance their medical education for the length of the program of study prior to being granted admission.
- International students must meet all the requirements and comply with all the regulations for temporary visas or residency status in accordance with the U.S. Immigration and Naturalization Service (INS) regulations governing retention and reporting information by the Student and Exchange Visitor Information System (SEVIS).

**Affiliation Agreement  
between  
the Board of Trustees of the Nebraska State College  
doing business as Wayne State College  
and  
Lake Erie College of Osteopathic Medicine**

This Affiliation Agreement (Agreement) 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 LAKE ERIE COLLEGE OF OSTEOPATHIC MEDICINE (LECOM), collectively (Parties), regarding the admission of students into the Doctor of Dental Medicine (D.M.D.) Program.

This Agreement sets forth the entire Agreement of the Parties and supersedes all previous agreements, prior negotiations, discussions, and proposals.

**1. Article I: Introduction**

- 1.1 Parties.** This Agreement is made by and between Wayne State College (WSC) located at 1111 Main Street, Wayne NE 68787 and the Lake Erie College of Osteopathic Medicine (LECOM) located at 1858 West Grandview Blvd., Erie, Pennsylvania, 16509.
- 1.2 Relationship of Parties.** The relationship between the Parties to this Agreement and to each other is that of independent contractors. In performance of services, duties and obligations under this Agreement, LECOM and WSC shall be, and at all times are acting and performing as independent contractors and nothing contained herein is intended to, nor will it create the relationship of partnership, joint venture, agency or employment between LECOM and WSC, or their respective officers, trustees, directors, servants, employees or staff.
- 1.3 Purpose.** The purpose of this Agreement is to establish an affiliation between the institutions whereby the Parties will define the criteria for WSC students to become eligible for early acceptance into LECOM's School of Dental Medicine; leading to the Doctor of Dental Medicine degree, D.M.D.
- 1.4 Consideration.** The Parties execute this Agreement in consideration of their mutual objective to establish an Early Acceptance Program (EAP) and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged and agreed to by the Parties.
- 1.5 Early Acceptance Program.** This Agreement establishes an EAP pursuant to which WSC undergraduate students are enrolled simultaneously by WSC and by LECOM as participants in the EAP. The EAP is designed to facilitate the admission of WSC students into LECOM's Doctor of Dental Medicine program. LECOM will interview students prior to their enrollment at WSC or within the first two (2)

years of study at WSC. Students interviewing successfully will be offered a provisional acceptance to LECOM's Doctor of Dental Medicine program. Upon meeting the criteria for final acceptance, they will matriculate to the LECOM Bradenton, FL campus.

Because this is a demanding professional program, the requirements listed for acceptance have been established to demonstrate that the student is capable of handling the rigorous course load.

**1.6 Representatives.** Each Party shall designate a representative responsible for expediting and directing applications and admissions to the EAP.

**1.6.1** WSC designates Todd Young, Ph.D. to be its representative (Representative) to the EAP. The Representative may be changed by WSC in its sole discretion.

**1.6.2** LECOM designates John Wojtkielewicz to be its representative (Representative) to the EAP. The Representative may be changed by LECOM in its sole discretion.

**1.6.3** In the event a Party changes Representatives, it shall notify the other of the change in writing as soon as practical.

## 2. **Article II: Program Considerations**

**2.1 Phases.** The EAP is comprised of two (2) phases. Phase I is defined as the years of undergraduate education while at WSC. Phase II consists of the dental school education while at LECOM and its associated clinical training sites.

**2.2 Enrollment.** All applicants who have met WSC entrance requirements, who will be or are currently full time students at WSC and meet or exceed the minimum Admissions Criteria listed in the LECOM EAP Student Policy Manual (LESPM), are eligible to enroll in Phase I of the EAP.

**2.2.1** Exceptions. The following exceptions apply:

**2.2.1.1** They must be U.S. citizens or lawful permanent residents; and

**2.2.1.2** They may not have already earned a four-year undergraduate degree.

**2.2.2** Application to enroll in the EAP may occur prior to matriculation at WSC; i.e., as a high school senior, or after matriculation at WSC. Application to the EAP is initiated by an inquiry through a link on the LECOM portal (<http://portal.lecom.edu>).

**2.2.3** WSC may establish its own supplemental application to determine participation in the EAP.

**2.2.4** An applicant is considered to be officially enrolled in the EAP as of the date shown on the provisional letter of acceptance.

- 2.2.5 WSC retains the right to dismiss students from the EAP for academic or disciplinary reasons, in accordance with WSC guidelines.
- 2.3 **Number of Students Accepted.** Each academic year, a maximum of five (5) students will be accepted by LECOM into Phase II from WSC's EAP.
- 2.3.1 To allow for attrition from the time of EAP enrollment until LECOM matriculation, up to ten (10) WSC students with the same year of LECOM matriculation may be enrolled in Phase I of the EAP. Should more than five (5) of the ten (10) enrolled students meet the final acceptance criteria, LECOM will permit them to matriculate.
- 2.3.2 WSC and LECOM reserve the right to limit the number of students enrolled in this EAP.
- 2.3.3 LECOM reserves the right to amend this Agreement to either increase or decrease the number of students accepted for LECOM matriculation each academic year.
- 2.3.4 LECOM will notify WSC in writing of its intent to change the number of students accepted for LECOM matriculation each academic year from WSC at least twelve (12) months prior to making the change
- 2.3.4.1 The decision to increase the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM and a demonstrated need by WSC to ensure that more students may advance to Phase II of the EAP.
- 2.3.4.2 A decrease in the number of EAP students accepted for LECOM matriculation will be based upon seat availability at LECOM. LECOM shall make such determination, and inform WSC in writing thereof, not less than sixty (60) days prior to the applicable deadline for students to apply to this EAP and any such decrease shall be effective solely with respect to academic years following the year in which such students would be eligible for Phase II.
- 2.4 **WSC/LECOM Responsibility.** Consultation and communication on program evaluations and student progress should be maintained by WSC's and LECOM's Representatives.
- 2.4.1 The LECOM Representative will provide the WSC Representative and WSC's Admissions office with a copy of the LECOM EAP Student Policy Manual (LESPM) prior to the start of a new EAP interview cycle.
- 2.4.2 At the EAP interview, the LECOM Representative will provide each applicant with a copy of the LESPM.
- 2.4.3 The LECOM Representative will provide the WSC Representative and WSC's Admissions office in writing the name and contact information of any high school applicant that has completed an EAP inquiry and listed WSC as a school to which they may apply.

- 2.4.3.1** The LECOM Representative will notify the WSC Representative in writing whenever a change in the applicant's EAP status occurs.
- 2.4.4** The LECOM Representative will provide the WSC Representative in writing the EAP interview status of all WSC students who have applied to enroll in the EAP within two (2) weeks of their interviews.
- 2.4.5** All interviews will be conducted by LECOM and must be in-person; either on a LECOM campus or at an off campus location designated by LECOM. Videoconferencing and phone interviews are not acceptable. No additional interview will be required prior to entering Phase II.
- 2.4.5.1** One EAP interview date will be scheduled to be held at WSC each academic year. The date of the interview will be mutually agreed upon by both Parties.
- 2.4.5.1.1** WSC will provide the LECOM interviewers with a room large enough to interview a group of at least eight (8) applicants at a time.
- 2.4.5.1.2** WSC will provide a room to conduct an introductory presentation that is large enough to seat all of the EAP applicants and no more than two (2) guests per applicant.
- 2.4.6** Following the successful LECOM interview, WSC must approve the Phase I participation of each applicant who will matriculate or is matriculated at WSC.
- 2.4.7** The LECOM Representative will provide the WSC Representative with a copy of the student's provisional letter of acceptance and signed Record Release Form.
- 2.4.8** LECOM will conditionally reserve a seat for each WSC student with a provisional letter of acceptance.
- 2.4.9** The WSC Representative will provide counseling to students and evaluate each enrolled student's performance in accordance with the requirements as stated herein.
- 2.4.9.1** Subject to FERPA guidelines, the WSC Representative will notify the LECOM Representative in writing if a student has been subject to any academic or disciplinary action taken by WSC.
- 2.4.10** LECOM will calculate and review the Cumulative Overall GPA and the Cumulative Science GPA in February and July of each year.
- 2.4.11** While WSC and LECOM will exercise reasonable care and diligence in the advisement of students concerning requirements for admission to Phase I or Phase II, failure of a student to comply with any of the requirements for admission to Phase I or Phase II shall not be deemed a breach of this Agreement by WSC or LECOM, and WSC or LECOM shall have no liability as a result of a student's failure to comply with such requirements.

**2.4.12** The LECOM Representative will advise the WSC Representative in writing if a WSC student is in danger of being removed from the EAP for any reason and consult with the WSC Representative prior to removing such WSC student; provided however, that LECOM shall retain final discretion to remove any such student from the EAP.

**2.4.13** WSC will provide a LECOM recruiter with the opportunity to meet with EAP enrolled and non-enrolled students to discuss LECOM's programs.

**2.4.14** LECOM will provide WSC Admissions and Representative with literature supporting the EAP and, if requested, one (1) visit to the WSC campus per year by a LECOM representative.

**2.5** **Annual Reviews.** An annual review of the EAP will be conducted jointly by the Parties to this Agreement. This review may include but not be limited to:

**2.5.1** A review of enrolled students' performance and progress;

**2.5.2** A review of any changes to acceptance requirements; and

**2.5.3** A review of other changes to the Agreement.

**2.5.4** Each Party shall bear its own costs incurred in connection with such review.

### **3. Article III: Degree Awarded**

**3.1** **Baccalaureate Degree for the EAP.** WSC will award to students enrolled in the EAP a baccalaureate degree in an appropriate field upon their completing the degree requirements as outlined in the WSC catalog. Upon receipt of such degree, students shall no longer be considered students of WSC.

**3.2** **Doctor of Dental Medicine Degree.** Students will be awarded the degree of Doctor of Dental Medicine (D.M.D.) by LECOM after successful completion of the curriculum and otherwise satisfying all requirements as identified by LECOM for graduation.

### **4. Article IV: General Considerations**

**4.1** **Publicity.** WSC and LECOM may feature the EAP in their respective catalogs and admission activities, and may refer to the Program in their career counseling of students interested in Dental Medicine, provided any publicity shall be approved in writing by the Parties prior to its use. Neither Party shall make use of the other Party's trademarks, trade names and service marks without the other Party's prior written consent.

**4.2** **Nondiscrimination/Anti-Harassment Clause.** During the term of this Agreement, the Parties agree as follows:

**4.2.1** To continue their respective policies of nondiscrimination per Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments Act



of 1972, and all other applicable local, state and federal laws, including, but not limited to, Title III of the Americans with Disabilities Act; and

**4.2.2** To establish and maintain a written anti-harassment policy and inform their students and employees of the policy. The policy must contain a notice that harassment of any kind will not be tolerated and employees, students or others who engage in such conduct will be disciplined or sanctioned.

**4.3** **Amendment of Requirements.** From time to time, WSC may modify the requirements for the baccalaureate degree and LECOM may amend the requirements for admission to the Doctor of Dental Medicine Program.

**4.3.1** Amendments to LECOM's admission requirements resulting from changes made by the LECOM's accreditation agencies will become effective in accordance with the dates specified by the agency making the change. The specified changes will apply to all students currently enrolled in the EAP and to all applicants to the EAP; provided, however, that any students currently enrolled in the EAP shall have all deadlines extended by a reasonable period of time permitting such students to satisfy such changes.

**4.3.2** Students currently enrolled in the EAP and those enrolling within twelve (12) months from the effective date of an amendment to LECOM's admission requirements will be exempt from the amendment to LECOM's admission requirements, except those covered by line 4.3.1. The new requirements will apply to all other students and applicants. If a LECOM admission requirement is reduced or removed by an amendment, the change will immediately apply to all currently enrolled students and new enrollees.

**4.3.3** Any amendments made to the pre-dental program requirements at WSC affecting an enrolled student must comply with LECOM's minimum requirements as listed in the LESPM.

**4.3.4** In the event that such amendment(s) may occur, the amending party shall notify the other in writing of any change(s) prior to January 1st of the academic year in which the change(s) first apply.

**4.4** **Term of Agreement.** This Agreement shall commence on July 1, 2020 and shall continue from academic year to academic year unless terminated in accordance with the provisions of this Agreement.

**4.5** **Termination of Agreement.** WSC or LECOM may terminate this Agreement for any reason with ninety (90) days written notice, which shall be given by Registered or Certified Mail service or by nationally recognized overnight delivery service upon the Party's principal business address and directed to the attention of the President of the institution. Either Party may terminate this Agreement immediately by written notice to the other Party upon the occurrence of any of the following events involving the non-terminating Party:

**4.5.1** Bankruptcy, receivership or dissolution of the Party;

**4.5.2** The Party losing its ability to transact business;

- 4.5.3 Refusal by the Party to abide by the law, regulatory requirements or a material term or obligation set forth in this Agreement;
- 4.5.4 Loss of accreditation;
- 4.5.5 The notification from a federal, state or accrediting body that the LECOM's Doctor of Dental Medicine program does not comply with applicable standards.
- 4.5.6 Each Party is obligated to provide the other Party with written notice, within five (5) days of knowledge or notice of 4.5.1, 4.5.2, 4.5.3, 4.5.4, 4.5.5.
- 4.5.7 In the event of notice described in 4.5.6 and or termination, described in 4.5, the Parties to this Agreement will meet and will confer and cooperate in good faith to ensure that all necessary and appropriate notices are provided to students and will honor commitments to any student currently enrolled in the EAP to the fullest extent possible.
- 4.6 **Mutual Indemnification.** Each Party agrees to indemnify, defend and hold harmless the other Party and its officers, directors, trustees, employees, agents and representatives from all costs, losses, damages, liabilities, expenses, demands and judgments, including court costs and reasonable attorney's fees, to the extent that the same arises out of or results from the acts or omissions of the indemnifying Party. All indemnity obligations shall survive any end to this Agreement. Without limiting the foregoing, LECOM expressly agrees to indemnify defend and hold harmless WSC and its officers, directors, employees, agents and representatives from all Claims arising from LECOM's acceptance, enrollment, or ongoing matriculation decisions (e.g., removing a WSC student from EAP or failing to enroll a student in or accept into Phase II any WSC student enrolled in the EAP).
- 4.7 **Liability.** Neither LECOM nor WSC assumes any liabilities to each other. As to liability for damage, injuries or death to persons, or damages to property, WSC and LECOM do not waive any defense as a result of entering into this Agreement. This provision shall not be construed to limit either Party's rights, obligations, liabilities, claims or defenses that arise as a matter of law pursuant to any provisions of this Agreement.
- 4.8 **Modifications.** The terms of this Agreement may not be modified unless a modification is agreed to by both Parties, in writing.
- 4.9 **Confidentiality.** The Parties acknowledge that, during the term and in the course of performing their obligations hereunder, each Party may receive or become exposed to confidential information of the other Party and the other Party's students, alumni, faculty, and staff. Confidential information shall include without limitation, all information provided by one Party to the other, whether intentionally, unintentionally, directly or indirectly, relating to any student, former student, alumni or other person affiliated, or previously affiliated with the disclosing Party (including, but not limited to, names, addresses, phone numbers, social security numbers, or any and all other personally identifiable information).

Each Party acknowledges and agrees that the other Party's confidential information shall remain the exclusive property of the other Party. Neither Party shall use or permit any other entity to use the confidential information for any purpose other than as required to perform its obligations under this Agreement. Neither Party shall disclose any confidential information to any third party, except as expressly permitted under this Agreement or by applicable law. Confidential information shall only be used for the sole purposes defined in this Agreement, and any other use shall be deemed to be a material breach of this Agreement and, in addition to all other remedies available hereunder, the non-breaching Party shall be entitled to seek injunctive relief to prevent any use of confidential information not wholly consistent with the uses specified in this Agreement. In performing its duties hereunder, each Party shall fully comply with all of the requirements of the Family Educational Rights and Privacy Act (FERPA), the regulations promulgated there under and all other applicable federal, state and local law.

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- 4.11 No Third Party Beneficiary.** Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Parties that any such person or entity, other than the Parties hereto, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
- 4.12 Compliance with Law.** Each Party shall comply with all applicable laws, regulations or ordinances and maintain in effect all of the licenses, permission, authorizations, consents and permits that it needs to carry out its obligations under this Agreement.
- 4.13 Entire Agreement.** This Agreement constitutes the entire Agreement between the Parties and supersedes all prior communications, agreements and understandings, written or oral, with respect to the subject matter of this Agreement.

[Signature Page Follows]

**LECOM School of Dental Medicine**  
*Early Acceptance Program*

**AFFILIATION AGREEMENT**  
**with**  
*Wayne State College*

The Affiliation Agreement, as presented in the preceding pages of this document, will become effective when all Parties listed below have signed the Agreement.

Mathew Bateman, Ph.D., D.H. Ed. Dean of the School of Dental Medicine Lake Erie College of Osteopathic Medicine	Date	Marysz Rames, Ph.D President Wayne State College	Date
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John M. Ferretti, D.O. President Lake Erie College of Osteopathic Medicine	Date	Paul Turman, Ph.D Chancellor Board of Trustees, Nebraska State Colleges	Date
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Attachment: WSC LECOM EAP Dental Affiliation Agreement (2697 : Affiliation Agreements with Lake Erie College of Medicine for Wayne State

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

June 16, 2020

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***ACTION:***                                   **Approve S.T.E.P. Agreements with Norfolk Public Schools  
and Homer Community Schools for Wayne State College**

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Per Board Policy 7015, which requires Board action for approval of all academic partnerships, Wayne State requests approval of the Students to Teachers through Educator Pathways (S.T.E.P.) Partnership Agreements with Norfolk Public Schools and Homer Community Schools. 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, 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. Agreements with Norfolk Public and Homer Community Schools for Wayne State College.

**ATTACHMENTS:**

- WSC S.T.E.P Agreement with Norfolk Public Schools      (PDF)
- WSC S.T.E.P. Agreement with Homer Community Schools      (PDF)

**S.T.E.P. PARTNERSHIP AGREEMENT**  
 Between the  
**BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES**  
 doing business as  
**WAYNE STATE COLLEGE**  
 and  
**NORFOLK PUBLIC SCHOOLS**

This Partnership Agreement (Agreement) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and Norfolk Public Schools (NPS). 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 NPS, is a unique pathways initiative blending two (2) 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 NPS (see below: EDU 150, 250 and 275), students will have greater accessibility to a variety of teaching endorsement options and opportunities while at WCS, thus increasing their marketability by adding valuable skillsets to their pedagogical repertoire to better serve future students and schools.

Under the provisions of this Agreement, WSC and NPS 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, for five (5) years, 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 NPS share in the creation and delivery of the career education program of study that is a part of the NPS Career Academy.
- 3) NPS 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) NPS 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 sequence of five (5) courses agreed upon by WSC and NPS 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 NPS
  - ii. Instruction delivered by NPS or WSC
  - 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 NPS
  - 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 WSC unless NPS is able
  - 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 WSC unless NPS is able
  - 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 NPS (in consultation with WSC and to align with Rule 47)
  - ii. Instruction delivered by NPS (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 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.

- 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, 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 NPS recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).
- 8) WSC instructors who deliver courses on the NPS campus will complete NPS specific training, such as, but not limited to: district and building safety protocols, professional boundaries and acceptable use of technology policies, student discipline and child abuse reporting procedures, and Infinite Campus tutorials.
- 9) This Agreement allows for WSC to work with NPS jointly regarding presentations to Educator Rising members, or other interested students or student groups or community groups about STEP.
- 10) 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)

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

Erik Wilson (or)  
 Assistant Principal  
 Norfolk Senior High School, Norfolk, NE  
 402-644-2529 | [ErikWilson@npsne.org](mailto:ErikWilson@npsne.org)

AND

Dr. Jami Jo Thompson (or)  
 Superintendent  
 Norfolk Public Schools  
 402-644-2500 | [JamiJoThompson@npsne.org](mailto:JamiJoThompson@npsne.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 Norfolk Public Schools:

\_\_\_\_\_  
Dr. Jami Jo Thompson, Superintendent

\_\_\_\_\_  
Date

## Benchmarks for Successful Advancement in Educator Preparation

School of Education and Counseling • Effective 8-1-2019

Welcome to the School of Education and Counseling at Wayne State College! Although you are responsible for meeting the benchmarks listed below, our faculty and staff look forward to working with you on your journey towards teacher certification. Please don't hesitate to seek assistance when you have questions. Students wishing to advance in educator preparation must maintain a professional attitude, demonstrate instructional and curriculum development skills, and possess the same high moral and personal standards as required of certified teachers by the laws of the State of Nebraska. Students must also be free from physical, emotional, and mental impairments such as those that would cause revocation of a teaching certificate by the State Board of Education. Violation of college and/or Board of Trustees policies or regulations can be sufficient cause for denial of advancement in the educator preparation program. Questions about the Benchmarks? Contact the WSC Field Experience Office (Brandenburg Education building, 2<sup>nd</sup> floor) or by phone at 402-375-7391.

### Initial Prerequisites – must be completed during EDU 250 or during first semester at WSC (if a transfer student)

- myEportfolio: All education majors must purchase *myEportfolio* (Chalk and Wire subscription), which is an electronic portfolio used for submitting homework and assessing progress. *myEportfolio* can also be used for building a personal portfolio for future employment. Subscriptions are purchased through the bookstore located in the Student Center.
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- Application to Educator Preparation located in *myEportfolio* and completed/submitted electronically. A digital copy will be sent by the C/W system to the Field Experience Office.
- Background Check: All education majors must complete an initial background screening prior to being placed for any field experiences. Information (including the name of the company that completes the screening and fee paid by the student) is provided in *myEportfolio*.

### Level One: Preparing for Teacher Candidacy – Benchmarks for All Endorsements

Required Basic Knowledge Test (Core Academic Skills for Educators known as the "Core" test):

- Must pass all three sections of the Core test. Required minimum scores are: Reading 156; Math 150; and Writing 162. [Visit www.ets.org](http://www.ets.org) for information about the test. Study guides are on reserve in Conn Library.

Required General Studies courses (must earn a "C" or higher in the following two classes):

- CNA 100 Principles of Human Communication
- ENG 102 Composition Skills

Required Professional Education courses (NOTE: must earn a "C" or higher in all EDU or SPD prefix classes):

- EDU 150 Introduction to Professional Education
- EDU 250 Human Development and Cognition (includes field experience component)
- EDU 275 PK-12 Instructional Design (includes field experience component)

NOTE: Some of the above courses may be accepted as transfer credit from other institutions – see your advisor for assistance.

Training in Human Relations:

- Completion of EDU 275 PK-12 Instructional Design OR  
Completion of EDU 457 Human Relations in a Pluralistic Society (if transferring in an equivalent EDU 275 course from another institution)

Performance Benchmarks:

- Must have a 2.5 (or higher) cumulative GPA
- Evidence of professionalism and potential for teaching verified by successful progress on the Educator Growth Portfolio (EGP)

Recommendation and Approval:

- Must receive a recommendation to advance. Each student's EGP will be reviewed by a faculty committee for evidence of satisfactory progress in knowledge, skills, and dispositions.  
→ Please refer to the attached Recommendation Process handout for an explanation of the recommendation options – some students may not be recommended for candidacy.
- Must receive approval from the Professional Progress Committee (PPC) to advance to candidate status

Students who meet all Level One benchmarks and receive approval for Candidacy will be allowed to take Level 300 or 400 EDU and SPD classes.

**Level Two: Preparing for Clinical Practice – All Endorsements**

Candidates must complete all content courses required (see catalog) PLUS the following required Professional Education courses in their chosen endorsement area(s).

(NOTE: all candidates must earn a “C” or higher in all EDU or SPD prefix classes)

**Special Education Generalist**

- EDU 332 Development of Language Arts Elementary/Middle School
- EDU 341 Intermediate Reading or EDU 340 Early Reading (if K-6 subject only)
- EDU 430 Literacy Assessment
- MAT 215 Math for Elementary School Teachers II
- CNA 451 Speech Pathology

**Middle Level Education**

- SPD 302 Inclusive Practices for General and Special Educators
- SPD 435 or 436 Social & Emotional Development, Behavior Intervention, and Prosocial Classroom Management for either Elementary or Secondary level
- EDU 310 Reading, Writing, and Assessment for Content Area
- EDU 350 The Middle Level Teacher
- EDU 409 Content Area Methods and Assessment
- EDU 414 Content Area Practicum Experience

**PK-12 Education (Art, Music or Health/PE)**

- SPD 302 Inclusive Practices for General and Special Educators
- SPD 435 or 436 Social & Emotional Development, Behavior Intervention, and Prosocial Classroom Management for either Elementary or Secondary level
- EDU 310 Reading, Writing, and Assessment in Content Areas
- EDU 409 Content Area Methods and Assessment for each subject/discipline area (Music Education majors take MUS 308, 309 and 415)
- EDU 414 Content Area Practicum Experience (taken concurrently with EDU 409)  
Note: Music Education majors take MUS 411 (concurrently with MUS 415) and MUS 412 (concurrently with either MUS 308 or 309).

**Early Childhood Inclusive**

- SPD 160 Introduction to Special Education
- SPD 435 Social, Emotional Development, Behavior Intervention, and Elementary Prosocial Classroom Management
- FCS 412 Guiding the Young Child (includes field experience component)
- EDU 435 Practicum Experience II (includes field experience component)

**Elementary Education**

- SPD 302 Inclusive Practices for General and Special Educators
- SPD 435 Social & Emotional Development, Behavior Intervention, and Prosocial Classroom Management for Elementary
- EDU 302 Curriculum, Standards, and Assessment in Elementary Schools
- EDU 335 Practicum Experience I (includes field experience component)
- EDU 435 Practicum Experience II (includes field experience component)

**Secondary Education**

- SPD 302 Inclusive Practices for General and Special Educators
- SPD 435 Social & Emotional Development, Behavior Intervention, and Prosocial Classroom Management for Secondary
- EDU 310 Reading, Writing, and Assessment in Content Areas(or ENG 444 for Secondary English majors)
- EDU 409 Content Area Methods and Assessment for each subject/discipline area (Music Education majors take MUS 308 and 309)
- EDU 414 Content Area Practicum Experience (taken concurrently with EDU 409) Note: Music Education majors take MUS 412 (concurrently with either MUS 308 or 309).

Plus (for all endorsements)...

**Background Check:**

- All candidates must complete a second background check within 90 days prior to clinical practice. Information (vendor and fee paid by candidate) is posted in *myEportfolio*.

**Performance Benchmarks:**

- All required coursework must be completed *prior* to clinical practice with at least a 2.75 GPA in each of these three categories: cumulative, content area, and professional education
- Evidence of readiness for clinical practice verified by successful progress on the Educator Growth Portfolio (EGP)

**Recommendation Benchmarks:**

- Successful completion of all field and practicum experience requirements and positive recommendations from all cooperating teachers
- Evidence of readiness for teaching as determined by faculty following a review of candidate’s EGP
- Approval of the Professional Progress Committee for placement for clinical practice

Required Paperwork: The Application for Clinical Practice is submitted to the Field Experience office one semester prior to clinical practice (form and instructions are available in Chalk & Wire)

***Candidates who successfully complete all Level Two benchmarks and receive PPC approval will be placed for Clinical Practice.***

**Level Three: Clinical Practice – All Endorsements**

- Evidence of positive impact on PK-12 student learning demonstrated by successful completion of the Reflection of Instructional Choices (RIC) during clinical practice
- Successful completion of clinical practice evidenced by satisfactory evaluations from cooperating teacher(s) and college supervisor(s), and a grade of “S” from Academic Coordinator
- Successful completion of any/all general requirements for Wayne State College graduation

***Successful completion of all Level Three benchmarks will result in recommendation for teacher licensure (certification.)***

Attachment: WSC S.T.E.P. Agreement with Norfolk Public Schools (2750 : S.T.E.P. Agreements with

To be approved for advancement from one level to the next in educator preparation, students must successfully complete all benchmarks, be recommended for advancement by faculty, and be approved by the Professional Progress Committee. Here is the process for advancement:

**From Level One to Level Two:**

For each student enrolled in EDU 275 (considered the capstone class at Level One), faculty in coordination with the Field Experience Office will review evidence and artifacts related to the required benchmarks for Level One. Based on that evidence, one of the following numerical ratings will be forwarded to the Professional Progress Committee (PPC) for consideration:

1. This student exhibits satisfactory progress on all Level One benchmarks and is ready to advance to Level Two.  
OR
2. This student should advance conditionally\* to Level Two for one semester, based on the following concerns: (concerns will be listed)  
OR
3. This student does not exhibit qualities necessary to remain in educator preparation based on the following evidence: (evidence will be provided) The committee is recommending removal from educator preparation.

\*During the semester of conditional approval, the student is required to meet with a designated faculty member a minimum of three times to develop and implement a Plan for Improvement. At the conclusion of the semester, progress on the Plan for Improvement will be reviewed, and a report and recommendation will be made to the PPC regarding readiness to remain in educator preparation. Based on the review, some students will be required to complete a second conditional semester at Level Two; others will continue at Level Two without conditions due to satisfactory progress; and still others will be recommended for removal from educator preparation. Students will not be allowed more than two conditional semesters. Students who are not admitted to educator preparation will be referred to the Counseling Center for advisement on other career options.

**From Level Two to Level Three:**

Faculty in coordination with the Field Experience Office will review evidence and artifacts related to the required benchmarks for Level Two, and based on that evidence will send one of the following recommendations to the PPC for consideration:

1. This candidate exhibits appropriate knowledge, skills, and dispositions to be placed for clinical practice.
2. This candidate has NOT exhibited adequate progress on the knowledge, skills, and dispositions required of a professional educator and should NOT be advanced to clinical practice at this time based on the following evidence: (evidence provided) The committee recommends the following remediation steps: (steps provided)
3. This candidate has NOT exhibited adequate progress on the knowledge, skills, and dispositions required of a professional educator, based on the following evidence: (evidence provided) The committee recommends removal from educator preparation.

**From Level Three to Teacher Licensure:**

Wayne State’s certification officer will review evidence and artifacts related to each of the required benchmarks for Level Three and make a recommendation to the Nebraska Department of Education (or any other state) for teacher licensure/certification. Most states (including Nebraska) require a passing score on a content exam prior to being issued a teaching license. For information about the content exams required in Nebraska or other states, [please visit www.ets.org/praxis](http://www.ets.org/praxis).

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

Between the  
BOARD OF TRUSTEES OF THE NEBRASKA STATE COLLEGES  
doing business as  
WAYNE STATE COLLEGE  
and  
HOMER COMMUNITY SCHOOL

This Partnership Agreement (Agreement) is between the Board of Trustees of the Nebraska State Colleges (NSCS) dba Wayne State College (WSC) and Homer Community School (HCS). 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 HCS, is a unique pathways initiative blending two (2) 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 HCS (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.

Under the provisions of this Agreement, WSC and HCS 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, for five (5) years, ending on June 30, 2025 unless renewed in writing and signed by both Parties.
- 2) HCS 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 sequence of three (3) courses outlined below.
  - a. Course #1: EDU 150 – Introduction to Education
    - i. Created by WSC
    - ii. Instruction delivered by HCS
    - 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 junior or senior year
  - b. Course #2: EDU 250 – Human Growth and Cognitive Development
    - i. Created by WSC
    - ii. Instruction delivered by HCS
    - 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 junior or senior year

- c. Course #3: EDU 275 – PK-12 Instructional Design
- i. Created by WSC
  - ii. Instruction delivered by HCS
  - 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 junior or 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 HCS recognize the need to be compliant with the Family Educational Rights and Privacy Act (FERPA).
- 6) This Agreement allows for WSC to work with HCS 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 HCS representative for the purposes of monitoring and oversight of this Agreement is:
- Mr. Seth Lembke (or)  
 Secondary Principal  
 Homer Community School, Homer, Nebraska  
 (402) 698-2377 ext. 103  
[sethlemcke@homerknights.org](mailto:sethlemcke@homerknights.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 Homer Community School:

\_\_\_\_\_  
Mr. Gregg Cruikshank, Superintendent

\_\_\_\_\_  
Date

## Benchmarks for Successful Advancement in Educator Preparation

School of Education and Counseling • Effective 8-1-2019

Welcome to the School of Education and Counseling at Wayne State College! Although you are responsible for meeting the benchmarks listed below, our faculty and staff look forward to working with you on your journey towards teacher certification. Please don't hesitate to seek assistance when you have questions. Students wishing to advance in educator preparation must maintain a professional attitude, demonstrate instructional and curriculum development skills, and possess the same high moral and personal standards as required of certified teachers by the laws of the State of Nebraska. Students must also be free from physical, emotional, and mental impairments such as those that would cause revocation of a teaching certificate by the State Board of Education. Violation of college and/or Board of Trustees policies or regulations can be sufficient cause for denial of advancement in the educator preparation program. Questions about the Benchmarks? Contact the WSC Field Experience Office (Brandenburg Education building, 2<sup>nd</sup> floor) or by phone at 402-375-7391.

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- ENG 102 Composition Skills

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- EDU 150 Introduction to Professional Education
- EDU 250 Human Development and Cognition (includes field experience component)
- EDU 275 PK-12 Instructional Design (includes field experience component)

NOTE: Some of the above courses may be accepted as transfer credit from other institutions – see your advisor for assistance.

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- Completion of EDU 275 PK-12 Instructional Design OR  
Completion of EDU 457 Human Relations in a Pluralistic Society (if transferring in an equivalent EDU 275 course from another institution)

Performance Benchmarks:

- Must have a 2.5 (or higher) cumulative GPA
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Recommendation and Approval:

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→ Please refer to the attached Recommendation Process handout for an explanation of the recommendation options – some students may not be recommended for candidacy.
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**Middle Level Education**

- SPD 302 Inclusive Practices for General and Special Educators
- SPD 435 or 436 Social & Emotional Development, Behavior Intervention, and Prosocial Classroom Management for either Elementary or Secondary level
- EDU 310 Reading, Writing, and Assessment for Content Area
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 Note: Music Education majors take MUS 411 (concurrently with MUS 415) and MUS 412 (concurrently with either MUS 308 or 309).

**Early Childhood Inclusive**

- SPD 160 Introduction to Special Education
- SPD 435 Social, Emotional Development, Behavior Intervention, and Elementary Prosocial Classroom Management
- FCS 412 Guiding the Young Child (includes field experience component)
- EDU 435 Practicum Experience II (includes field experience component)

**Elementary Education**

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- EDU 335 Practicum Experience I (includes field experience component)
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Plus (for all endorsements)...

**Background Check:**

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**Performance Benchmarks:**

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- Approval of the Professional Progress Committee for placement for clinical practice

Required Paperwork: The Application for Clinical Practice is submitted to the Field Experience office one semester prior to clinical practice (form and instructions are available in Chalk & Wire)

***Candidates who successfully complete all Level Two benchmarks and receive PPC approval will be placed for Clinical Practice.***

**Level Three: Clinical Practice – All Endorsements**

- Evidence of positive impact on PK-12 student learning demonstrated by successful completion of the Reflection of Instructional Choices (RIC) during clinical practice
- Successful completion of clinical practice evidenced by satisfactory evaluations from cooperating teacher(s) and college supervisor(s), and a grade of “S” from Academic Coordinator
- Successful completion of any/all general requirements for Wayne State College graduation

***Successful completion of all Level Three benchmarks will result in recommendation for teacher licensure (certification.)***

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OR
2. This student should advance conditionally\* to Level Two for one semester, based on the following concerns: (concerns will be listed)  
OR
3. This student does not exhibit qualities necessary to remain in educator preparation based on the following evidence: (evidence will be provided) The committee is recommending removal from educator preparation.

\*During the semester of conditional approval, the student is required to meet with a designated faculty member a minimum of three times to develop and implement a Plan for Improvement. At the conclusion of the semester, progress on the Plan for Improvement will be reviewed, and a report and recommendation will be made to the PPC regarding readiness to remain in educator preparation. Based on the review, some students will be required to complete a second conditional semester at Level Two; others will continue at Level Two without conditions due to satisfactory progress; and still others will be recommended for removal from educator preparation. Students will not be allowed more than two conditional semesters. Students who are not admitted to educator preparation will be referred to the Counseling Center for advisement on other career options.

**From Level Two to Level Three:**

Faculty in coordination with the Field Experience Office will review evidence and artifacts related to the required benchmarks for Level Two, and based on that evidence will send one of the following recommendations to the PPC for consideration:

1. This candidate exhibits appropriate knowledge, skills, and dispositions to be placed for clinical practice.
2. This candidate has NOT exhibited adequate progress on the knowledge, skills, and dispositions required of a professional educator and should NOT be advanced to clinical practice at this time based on the following evidence: (evidence provided) The committee recommends the following remediation steps: (steps provided)
3. This candidate has NOT exhibited adequate progress on the knowledge, skills, and dispositions required of a professional educator, based on the following evidence: (evidence provided) The committee recommends removal from educator preparation.

**From Level Three to Teacher Licensure:**

Wayne State's certification officer will review evidence and artifacts related to each of the required benchmarks for Level Three and make a recommendation to the Nebraska Department of Education (or any other state) for teacher licensure/certification. Most states (including Nebraska) require a passing score on a content exam prior to being issued a teaching license. For information about the content exams required in Nebraska or other states, [please visit www.ets.org/praxis](http://www.ets.org/praxis).

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

June 16, 2020

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***ACTION:***                                   **Approve Sponsorship Agreement with the Nebraska School Activities Association (NSAA) for the Nebraska State College System**

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The System Office recommends that pursuant to Board Policy 7015, the Board approve a sponsorship Agreement between the NSAA and Board. The Agreement allows the Nebraska State Colleges the exclusive rights to sponsor the Nebraska State Colleges Multi-Activity Student Award and to be a supporting partner of NSAA activities from August 1, 2020 to June 30, 2023. The cost of the Agreement is \$52,000 per year for three (3) years for a total of \$156,000. Such Agreement provides promotion and advertising opportunities throughout the term of the contract including individual ads for the Colleges throughout the academic year at all NSAA sponsored sports and activities.

The System Office recommends approval of the Sponsorship Agreement with Nebraska School Activities Association.

**ATTACHMENTS:**

- NSCS 2020-2023 NSAA Contract (PDF)



NSAA & Board of Trustees of the  
Nebraska State Colleges  
Sponsorship Agreement



This Sponsorship Agreement (the “Agreement”) is entered into between the Sponsor and the Organization identified below effective as of the date both parties have signed this Agreement.

**Sponsor:** **Board of Trustees of the**  
Nebraska State Colleges  
1327 H. Street, Suite 200  
Lincoln, Nebraska 68508

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**Organization(s):** Nebraska School Activities Association  
500 Charleston Street, Suite 1  
Lincoln, Nebraska 68508

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**Agreement Term:** August 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023

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**Description of Event:** Title designation as sponsor of the “Nebraska State Colleges Multi-Activity Student Award” and a supporting partner of NSAA activities during the term of this Agreement.

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**Section 1. Event**

- 1.1 Organization grants Sponsor the right to sponsor the Event. For purposes of this Agreement, the Organization hereby grants a limited license to Sponsor for the use of Organization’s and the Event’s respective name(s) and logo(s) in conjunction with Sponsor’s promotion and advertising. Such license terminates when the need for such use has been terminated.
- 1.2 Sponsor grants to Organization a limited right to use its corporate trade name(s) and/or logos (“Marks”) solely in connection with Organization promotion and advertising of the Event, provided that such use is in compliance with any guidelines that Sponsor may provide from time to time with respect to the Marks. Organization agrees not to take any action that is inconsistent with Sponsor’s ownership of its Marks.
- 1.3 Upon Sponsor’s request, Organization shall provide all materials, marketing or otherwise, that contain Sponsor’s name and/or logo for Sponsor review. The license granted herein terminates when the need for its use has been terminated.

**Section 2. Terms and Sponsorship**

- 2.1 **Term.** Subject to Section 4 below, the term of this Agreement shall be: August 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2023 (the “Term”).
- 2.2 **The Fee.** During the Term (three-year term), Sponsor will pay Organization an aggregate sponsorship fee of \$156,000.

Attachment: NSCS 2020-2023 NSAA Contract (2764 : Sponsorship Agreement with Nebraska School Activities Association)

Year One: \$52,000 sponsorship fee payable to NSAA

Year Two: \$52,000 sponsorship fee payable to NSAA

Year Three: \$52,000 sponsorship fee payable to NSAA

- 2.3 **Payment Schedule.** During the Initial Term, Sponsor will pay the Sponsorship Fee to Organization pursuant to the following schedule (the “Payment Schedule”):

For 2020-2021

\$26,000 – Due October 1<sup>st</sup>, 2020

\$26,000 – Due March 1<sup>st</sup>, 2021

For 2021-2022

\$26,000 – Due October 1<sup>st</sup>, 2021

\$26,000 – Due March 1<sup>st</sup>, 2022

For 2022-2023

\$26,000 – Due October 1<sup>st</sup>, 2022

\$26,000 – Due March 1<sup>st</sup>, 2023

In the event 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 31st day after the due date at the rate specified in the Prompt Payment Act, Neb. Rev. Stat. §§81-2401 to 81-2408.

- 2.4 **Limitations.** The right to be identified as the title sponsor for the “Nebraska State Colleges Multi-Activity Student Award” under this Agreement does not include any right by Sponsor to control, provide advice for, or otherwise participate in the Organization’s decision-making processes.
- 2.5 **Invoices from Organization.** Sponsor’s obligation to timely payment of the Sponsorship Fee pursuant to the Payment Schedule is conditioned upon Organization sending invoices to Sponsor thirty (30) days in advance of the due date of each payment indicated on the Payment Schedule and upon Organization performing its other obligations under this Agreement. Invoices must include Organization’s federal tax identification number and language identifying the invoice in relation to the total number of invoices (if any), for example, “Invoice 1 of 2.”

### Section 3. **Organization’s Responsibilities**

- 3.1 Organization shall conduct the Event on schedule and pursuant to the terms described herein.
- 3.2 Organization will generate a press release announcing the program and the sponsorship and distribute it to Nebraska media outlets and to all NSAA member schools.
- 3.3 Sponsor shall be designated as a supporting corporate partner of the Organization and shall receive title designation for the Organization’s “Nebraska State Colleges Multi-Activity Student Award” program.
- 3.4 Sponsor shall receive one (1) full page color ad in each of the Organization’s Championship

programs for Chadron State, Peru State and Wayne State. The Sponsor shall be responsible for providing a timely, camera-ready copy of the ad.

- 3.5 Sponsor shall receive logo and link inclusion in the monthly NSAA newsletter for Chadron State, Peru State and Wayne State as well as “Nebraska State Colleges Multi-Activity Student Award” information inclusion and recipient announcement.
- 3.6 Organization will include the Sponsor logo and link on its website home page for Chadron State, Peru State and Wayne State. The Sponsor’s Mark shall also be included on the Organization’s website Awards and Partners page.
- 3.7 Sponsor shall receive visibility on the electronic fascia boards at all NSAA Championships when available for NSAA use for Chadron State, Peru State and Wayne State. Due to facility host restrictions, electronic fascia opportunities are *not* available at the following State Championship facilities: Bill Smith Complex, Bob Devaney Sports Center, Buffalo Country Fairgrounds, Haymarket Park, Koch Tennis Center, Memorial Stadium, Morrison Stadium, Northeast Community College, the University of Nebraska-Kearney, and Woods Tennis Center.
- 3.8 Sponsor shall receive one (1) public address announcement at NSAA Championships during each game/session when applicable. Sponsor and designee will also be recognized during the “Nebraska State Colleges Multi-Activity Student Award” presentation at halftime of the NSAA State Soccer Championships. Due to facility host restrictions, public address announcement opportunities are *not* available at the following State Championship facilities: Bob Devaney Sports Center, Haymarket Park, Memorial Stadium, Morrison Stadium, Northeast Community College, and the University of Nebraska-Kearney.
- 3.9 Sponsor shall receive logo recognition for Chadron State, Peru State and Wayne State on the certificates presented to the multi-activity students as well as the banners presented to the schools with the most multi-activity students.
- 3.10 Sponsor shall receive social media inclusion on Organization’s social media platforms announcing the “Nebraska State Colleges Multi-Activity Student Award” program and recipients.
- 3.11 Organization will help coordinate awards presentation and communicate with Sponsor’s representatives to assist with banner presentation at halftime of the NSAA State Soccer Championships.
- 3.12 Organization will share a congratulatory letter and scholarship opportunity information to NSAA member schools to distribute to their multi-activity students on behalf of Sponsor. Sponsor will conduct the scholarship search and will notify Organization of the three selected scholarship recipients who will be honored during halftime of the NSAA State Soccer Championships.

#### Section 4. **Termination Rights**

- 4.1 **Termination for Breach.** Each party has the right to terminate this Agreement if the other party breaches or is in default of any obligation under this Agreement and such default is incapable of being cured or which, being capable of cure, is not cured within fifteen (15) days after receipt of written notice of such default.

If for any reason, any of the fall, winter, or spring NSAA activities and events are cancelled and thereby preventing a particular advertising or promotional activity from occurring, the Organization and Sponsor agree to make a reasonable effort to negotiate alternative advertising promotional activities and/or an appropriate refund.

- 4.2 **Insolvency/Loss of Appropriation.** Either party may terminate this Agreement if the other party becomes insolvent or becomes subject to any proceeding under any bankruptcy, insolvency, or liquidation law.

Due to possible future reductions in state and/or federal appropriations, Sponsor cannot guarantee the continued availability of funding for this Agreement beyond the current fiscal year. In the event funds to finance this Agreement become unavailable either in full or in part due to reductions in appropriations for a future fiscal year, Sponsor may terminate the Agreement or reduce the consideration by notice in writing to the Organization. The notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Sponsor shall be the final authority as to the availability of funds. The effective date of Agreement termination or reduction in consideration shall be the actual effective date of the elimination or reduction of appropriations. In the event of a reduction in consideration, the Organization may cancel this Agreement as of the effective date of the proposed reduction by written notice to the Sponsor.

- 4.3 **Payment as a Result of Termination.** If either party terminates this Agreement under this Section 4, Sponsor may cancel future payments; demand reimbursement for past payments not earned by Organization's performance; and seek other remedies.

## Section 5. **Indemnity, Insurance and Attorney's Fees**

- 5.1 **Indemnity.** Sponsor and Organization agree to defend, indemnify and hold harmless the other party, its agents, employees, successors and assigns from any and all liability, damages, claims, demands, actions, causes of action, attorney's fees (including on appeal), costs and expenses of whatever nature arising directly or indirectly from or relating to each respective party's participation in this Agreement, including but not limited to preparation for, promotion of, and conduct of such activities.
- 5.2 **Force Majeure.** Notwithstanding anything herein contained to the contrary, neither party shall be liable to the other in damages because of any failure to perform hereunder caused by any cause beyond its control, including but not limited to natural disaster, accident, casualty, labor controversy, civil disturbance, embargo, war, act of terrorism, act of God, any government ordinance or law, the issuance of any executive or judicial order, or any failure or delay with respect to any electrical or sound equipment or transmission equipment or apparatus.
- 5.3 **Insurance.** Organization shall obtain and keep in-force a policy of comprehensive general liability insurance (the "Insurance Policy") insuring Sponsor against loss or liability arising out of or related to any activities associated or deemed associated with the Event or this Agreement. The Insurance Policy must include coverage for personal injury and property damage with a combined single liability limit of not less than one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) in the aggregate. Certificates evidencing such insurance shall be furnished to the Sponsor upon request.

Section 6. **Entire Agreement**

6.1 **Entire Agreement.** The entire Agreement between Sponsor and Organization is incorporated into this document. This Agreement may not be modified or amended except by a written document executed by both parties.

Section 7. **Independent Contractors**

7.1 Each of the parties hereto is an independent contractor. Neither party shall have the authority to act on behalf of the other or to incur obligations on behalf of the other.

Section 8. **Governing Law**

8.1 **Nebraska Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Nebraska, without regard to conflicts of law principles.

**ORGANIZATION:**

Nebraska School Activities Association

SIGNED: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**SPONSOR:**

Board of Trustees of the Nebraska State Colleges

SIGNED: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



**ITEMS FOR DISCUSSION AND ACTION/FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:***                                   **First Round Approval of Revisions to Board Policy 8060; Capital Construction Budget Requests; and Deletion of Policies 8061; Capital Construction; Needs Statements; 8062; Capital Construction; Program Statements; and 8063; Capital Construction; Construction Documents Related to Capital Projects Planning Requirements**

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Board Policy 8060 is being revised to update 8060 and incorporate the information from Board Policies 8061, 8062 and 8063. This will provide one policy location for the capital construction request and planning process, and better define requirements associated with planning documents such as program statements.

The System Office recommends approval of the Revisions to Policy 8060 and Deletion of Policies 8061, 8062 and 8063 Related to Capital Projects.

**ATTACHMENTS:**

- Revisions to Board Policy 8060       (PDF)
- Deletion of Board Policy 8061       (PDF)
- Deletion of Board Policy 8062       (PDF)
- Deletion of Board Policy 8063       (PDF)

## FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 8060 Capital Construction; Budget Requests;  
Planning, Design and Construction Documents** Page 1 of 25

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### **BOARD POLICY**

The Board is committed to the development of facilities and buildings to serve higher education programs in the State College System. In carrying out this responsibility, the Board is guided by the principle that buildings and facilities central to the mission of each state college should be constructed by the State of Nebraska. The Board wishes to make known its position that state funding should not require as a condition that private funds also be raised.

The following guidelines are to be used in the development of the State College System Capital Construction Budget Requests (CCBR):

#### **General Information**

The colleges are to submit a Capital Construction Budget Request for new projects or renovation to existing facilities if the work is beyond routine maintenance and repair. Preliminary information related to the anticipated capital construction budget request shall be submitted to the Fiscal and Facilities Subcommittee by May 1st of the calendar year in which the requests are to be submitted to the Governor and Legislative Fiscal Office. The project information should be prepared to support the project and provide the criteria that will assist the Fiscal and Facilities Subcommittee in making priority recommendations to the Board on a set of campus merged priorities.

#### **Economic Considerations**

The colleges should be guided by the present economic conditions in establishing a realistic Capital Construction Budget Request.

#### **Priorities of Projects**

Projects should be prioritized in accordance with campus needs and planning objectives. Generally all projects with a total project cost of two hundred fifty thousand dollars (\$250,000) or greater shall receive a separate priority. Projects less than two hundred fifty thousand dollars (\$250,000) may be included as a part of a category of projects. An individual project less than two hundred fifty thousand dollars (\$250,000) may receive a separate priority if circumstances dictate or the project is individually distinct.

The issues shown below will be analyzed for each project in the capital request to determine its relative priority:

- \* Academic, Research and Service Programs Supported
- \* Program Needs
- \* Life, Health, Safety and Emergency Needs
- \* Previously Allocated Funds
- \* Space Analysis
- \* Building Evaluations
- \* Infrastructure Needs

## **FACILITIES, NEBRASKA STATE COLLEGES**

**POLICY: 8060 Capital Construction; Budget Requests Page 2 of 25**

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### **Support of Projects**

~~An analysis of space is required to support requests for renovation, additions or new construction projects in the capital budget request. The campus priority of projects should be supported by a space analysis providing evidence existing space is unsatisfactory or there is lack of adequate space. Whenever possible, the colleges are to explore the potential for renovating an existing facility before considering new construction.~~

### **Approval of Projects**

~~Need or Program Statements for all projects included in the CCBR must have been approved by the Board. Program Statements previously approved more than two years earlier, must be updated by May 1st. Updating shall include any major changes in program and a revised budget adjusted for inflation.~~

### **Costs of Projects**

~~Project costs should normally be based on methodologies adopted by professionals in the field or on Means Building Construction Cost Data adjusted for inflation to the midpoint of construction. A cost summary shall be provided that includes the budgets for construction contracts, movable equipment, site preparation and improvement, utilities, art work, architectural and engineering fees, and miscellaneous other costs.~~

~~The Board has the responsibility of prioritizing capital construction projects within the State College System. When the projects submitted by the colleges have been evaluated and approved for funding requests, the colleges are authorized to prepare the forms required by the state for submitting capital construction budget requests to the Governor and Legislature. The completed forms will be forwarded to the System Office by September 1st of the appropriate fiscal year for inclusion in a State College Capital Construction Budget Request notebook and submittal to the proper state offices for consideration.~~

## FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 8060 Capital Construction; Budget Requests;**  
**Planning, Design and Construction Documents Page 3 of 5**

### Section 1: Capital Construction Project, Definition

For both state-supported and revenue bond facility projects, a *Capital Construction Project* is defined as a project estimated at five hundred thousand dollars (\$500,000) total project cost and above, for renovation and new construction of programmatic spaces. This threshold does not include costs of the project attributed to fire and life safety upgrades, Americans with Disability Act (ADA) requirements, deferred repair and renewal work and utilities infrastructure, and energy conservation improvements. Majority funded LB 309 Task Force for Building Renewal projects, and Contingency Maintenance projects, are excluded regardless of project size. Campus site improvements are considered a *Capital Construction Project* when reaching the threshold stated above, after subtracting utilities infrastructure costs.

The Vice Chancellor for Facilities and Information Technology (IT) determines whether a project qualifies as *Capital Construction Project* based on information provided by the College, and if applicable, by the project design consultants.

### Section 2: Capital Construction Board Approval and Reports

All projects meeting the *Section 1* definition of *Capital Construction Project* will require Board approval, and subsequent quarterly status reports to the Board, per Board Policy 8050. Non-Capital Construction LB 309 Task Force and Contingency Maintenance projects are Board approved and reported per Board Policies 8050 and 9006.

When *Capital Construction Project* reaches two million dollars (\$2,000,000) or more in estimated total project costs, Board approval of a Program Statement is required. See *Section 5*. This Program Statement approval requirement applies also to biennial Capital Construction Budget Requests (CCBR) seeking *state general funds* equal to or greater than the established State Building Division (SBD) Program Statement requirement (currently seven hundred five thousand dollars [\$705,000] until January of 2022).

### Section 3: Capital Construction Budget Requests (CCBR)

The CCBR is a biennial set of requests for state general funds, submitted by the Nebraska State College System (NSCS) to the state of Nebraska every September 15<sup>th</sup> of even numbered years. It includes requests for major renovation and new construction projects, as well as LB 309 Task Force for Building Renewal requests. It does NOT apply to revenue bond building or Contingency Maintenance projects. After the NSCS CCBR is approved by the Board, the System Office is responsible for submitting the NSCS CCBR to applicable state offices by the published state deadlines.

CCBR preliminary information (not including LB 309 Task Force requests information) is due to the Vice Chancellor for Facilities and IT by December 1<sup>st</sup> of odd numbered years. This information is reviewed by the Fiscal, Facilities and Audit (FFA) Committee and the Chancellor. The CCBR preliminary information (excludes estimated costs and priorities) is submitted to the Board for approval at the subsequent January Board meeting.

Detailed cost estimates and narratives of approved preliminary *Capital Construction Project* requests are submitted to the Vice Chancellor for Facilities and IT by March 31<sup>st</sup> of even numbered years. After review, the Chancellor and FFA Committee recommend the final NSCS CCBR, with priorities and total project costs, for approval at the subsequent June Board meeting. CCBR Program Statements must be approved by the Board no later than at the June Board meeting.

## FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 8060 Capital Construction; Budget Requests;**  
**Planning, Design and Construction Documents Page 4 of 5**

Program Statements approved two (2) years earlier or before do not need another approval by the Board, unless there is a change in scope as defined by the Coordinating Commission for Postsecondary Education (CCPE), and as determined by the Vice Chancellor for Facilities and IT. Simple adjustments of project budgets to account for inflation can be made without modifying the Program Statements when these adjustments are accounted for in the final NSCS CCBR as approved by the Board.

When a CCBR request is a major utilities or infrastructure project, which does not propose renovations or additions to programmatic spaces, an engineering study may be submitted to the state in place of a Program Statement. Engineering studies do not require Board approval, but are used as Board information to approve a utilities infrastructure project in the NSCS CCBR.

### **Section 4: Need Statements**

A Need Statement is a planning document for renovation or new construction of programmatic spaces when a Program Statement is not required. For any CCBR renovation or addition project (excluding LB 309 Task Force requests) when the estimated total project cost is below the SBD Program Statement threshold stated in Section 2, only a Need Statement is required to be submitted with the CCBR.

Need Statements do not require Board approval, but are used as Board information for approving CCBR project requests, or for approving *Capital Construction Projects* that do not meet a requirement for a Program Statement.

The Need Statement template can be found on the NSCS website by clicking here (URL).

### **Section 5: Program Statements**

A Program Statement is a planning document for renovation or new construction of programmatic spaces that details the scope of the proposed space modifications and associated construction, and provides a thorough total project budget estimate. Program Statements are typically developed by architecture/engineering consulting firms using program and facilities information provided by the College. Program Statements are required for Board approval of *Capital Construction Projects* per Section 2.

When preparing a Program Statement, see also the requirements of *Board Policy 8036; Facilities; Planning for Technology*.

Program Statements are presented by the project design consulting firm to the Board for the purpose of obtaining Board approval.

The Vice Chancellor for Facilities and IT is responsible for submitting Program Statements to applicable state offices for review, and to the CCPE for approval.

The Program Statement template can be found on the NSCS website by clicking here (URL).

## FACILITIES, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 8060 Capital Construction; Budget Requests;**  
**Planning, Design and Construction Documents Page 5 of 5**

### Section 6: Schematic Design

The Schematic Design phase typically starts once adequate funding for the project is in place, and this phase is intended to validate or modify Program Statement assumptions, consider alternative design layouts, and eventually arrive at schematic floor plans, building elevations, and other final Schematic Design documents before proceeding to the Design Development phase.

The project design team comprised of College and System Office personnel, and others as appropriate, approves the final Schematic Design documents based on consistency with the Program Statement and total project cost budget.

### Section 7: Design Development

The Design Development phase refines and elaborates on the Schematic Design documents and creates drawings that serve as a basis for the development of construction bid documents. Programmatic spaces, floor plans and building elevations are modified and updated based on more defined design requirements, and further refinement of construction systems and materials.

For any *Capital Construction Project* that requires a Program Statement, the final Design Development documents for that project also require presentation to the Board, using the same procedures as described in *Section 5*.

The Design Development document template can be found on the NSCS website by clicking here (URL).

### Section 8: Construction Documents

Once the Design Development documents are approved by the Board, construction documents are developed for the purpose of obtaining bids. For *Construction Manager at Risk* projects, the bids are used to establish the *Guaranteed Maximum Price (GMP)*. For additional information, see *Board Policy 8071*. Reviewing and approving construction documents are delegated to the project's design team described in *Section 6*.

**For additional guidance on *Board Policy 8060* and *Capital Construction Projects*, click here (URL).**

For specific construction bidding applicability and procedures, see *Board Policy 8064; Capital Construction and Information Technology (IT); Bids*.

For *Capital Construction* contracts guidance and procedures, see *Board Policies 8065 through 8068*.

For completion of *Capital Construction Projects*, see *Board Policy 8069; Capital Construction; Inspections; Substantial Completion; Final Completion*.

Legal Reference: RRS 85-411 Campus buildings and facilities; Board; powers

Policy Adopted: 3/11/94

Policy Revised: 9/15/06

Policy Revised:

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 8061 Capital Construction; Needs Statements Page 1 of 2****BOARD POLICY**

A Needs Statement shall be prepared to support the College's initial funding request for a capital construction project, excluding funds provided by the Task Force for Building Renewal for deferred repairs, energy conservation, ADA or fire life safety projects. This document may be prepared by in-house staff unless the complexity of the project would require the assistance of a consultant specializing in such type of projects. It shall be submitted as documentation of the need for the specific capital construction project on that campus and shall contain specific data to assist the Board in analyzing the request.

For any project whose total project cost exceeds the limit established by the State Building Division for the requirement of a Program Statement (currently seven hundred five thousand dollars [\$705,000] until January 1, 2022), a subsequent Program Statement shall also be developed. In such cases, requests for appropriations will follow the procedures adopted by the State Building Division for Capital Construction projects:

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

For any project whose estimated total cost is less than the dollar limit stated above for the requirement of a Program Statement, only a Needs Statement is required. Under this procedure, the initial request for funding may include the total funding required to initiate and complete the project.

The Needs Statement shall be comprised of the following sections:

1. **Project Description**

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

2. **Project Justification**

a) Data, which supports the request for funding:

- 1) Functions/purpose(s) of the proposed program
- 2) Current and projected user levels
- 3) Existing physical and programmatic deficiencies
- 4) Compliance with comprehensive capital facilities plan

b) Space requirements

- 1) Square footage needed for program
- 2) Available square footage in existing facilities
- 3) Additional space requirements for program
- 4) Impact on existing space

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 8061 Capital Construction; Needs Statements Page 2 of 2****3. Project Budget and Proposed Funding Source****a) Cost estimates**

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

**b) Funding sources**

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

**4. Future Funding Requirements**

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

**5. Time Line for Project**

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

Legal Reference: RRS 81-1108.41

Policy Adopted: 3/11/94  
 Policy Revised: 12/3/98  
 Policy Revised: 2/12/04  
 Policy Revised: 2/27/09  
 Policy Revised: 11/7/14  
 Policy Revised: 4/20/18



## ~~FACILITIES, NEBRASKA STATE COLLEGE SYSTEM~~

~~POLICY: 8062 Capital Construction; Program Statements Page 1 of 5~~

### ~~BOARD POLICY~~

~~A Program Statement shall be prepared to support the College's funding request for the design and construction of a project that is estimated to cost more than the limit established by the State Building Division for the requirement of a Program Statement (currently seven hundred five thousand dollars [\$705,000] until January 1, 2022), excluding funds provided by the Task Force for Building Renewal for deferred repairs, energy conservation, ADA or fire life safety projects. This document is generally prepared by an architect/engineering firm with input from College personnel on the programmatic need for the project on that campus and shall contain specific data to assist the Board in analyzing and approving the request. When preparing a program statement, refer to Board Policy 8036; Facilities; Planning for Technology.~~

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

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

~~The Program Statement shall be submitted to the Board for review at least five (5) weeks prior to the request for approval of the document. Following review by the Board, System Office staff, personnel from the Governor's Budget Office, the Legislative Fiscal Office, the State Building Division and other designated persons, the document will be considered for approval, after which time it will be submitted to the Governor's Budget Office, Building Division, Legislative Fiscal Office and the Coordinating Commission for Postsecondary Education (CCPE). Revenue Bond documents are exempt from CCPE review. No contract for the design, construction of a new facility, major modification or repair of an existing facility may be initiated unless an acceptable Program Statement has been approved by the Board.~~

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

~~The Program Statement shall be comprised of the following sections:~~

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

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 8062 Capital Construction; Program Statements Page 2 of 5**

e. Influence of project on existing site conditions

- (1) Relationship to neighbors and environment
- (2) Utilities
- (3) Parking and circulation

4. Comprehensive plan compliance

- a. Year of the agency's comprehensive plan and updates or revisions
- b. Consistency with the agency comprehensive capital facilities plan
- c. Consistency with the current version of the Statewide Comprehensive Capital Facilities Plan or CCPE Project Review Criteria/Statewide Plan (whichever applies) (excluding Revenue Bond project programming)

5. Analysis of existing facilities

- a. Functions/purpose of existing programs as they relate to the proposed project
- b. Square footage of existing areas
- c. Utilization of existing space by facility, room and/or function (whichever is applicable)
- d. Physical deficiencies
- e. Programmatic deficiencies
- f. Replacement cost of existing building

6. Facility requirements and the impact of the proposed project

- a. Functions/purpose of the proposed program
  - (1) Activity identification and analysis
  - (2) Projected occupancy/use levels
    - Personnel projections
    - Describe/Justify projected enrollments/occupancy
- b. Space requirements
  - (1) Square footage by individual areas and/or functions
  - (2) Basis for square footage/planning parameters
  - (3) Square footage difference between existing and proposed areas (net and gross)
- c. Impact of the proposed project on existing space
  - (1) Reutilization and function(s)
  - (2) Demolition
  - (3) Renovation

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 8062 Capital Construction; Program Statements Page 3 of 5****7. Equipment Requirements**

- a. List of available equipment for reuse (if applicable)
- b. Additional equipment (if applicable)
  - (1) Fixed equipment
  - (2) Movable equipment
  - (3) Special or technical equipment

**8. Special Design Considerations**

- a. Construction type
- b. Heating and cooling systems
- e. Life Safety/ADA
- d. Historic or architectural significance
- e. Artwork (for applicable projects)
- f. Phasing
- g. Future expansion
- h. Other

**9. Project budget and fiscal impact**

- a. Cost estimates criteria
  - (1) Identify recognized standards, comparisons and sources used to develop the estimated cost
  - (2) Identify the year and month on which the estimates are made and the inflation factors used
  - (3) Gross and net square feet
  - (4) Total project cost per gross square foot
  - (5) Construction cost per gross square foot
- b. Total project cost
  - (1) Program planning
  - (2) Professional fees
    - professional design consultants
    - in house consultants
    - other consultants
  - (3) Construction
    - general, including mechanical, electrical, elevator
    - fixed equipment
    - site improvements (utilities, sidewalks, parking, landscaping, etc.)
  - (4) Moveable equipment

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: ~~8062~~ Capital Construction; Program Statements Page 4 of 5**

- ~~(5) Special or technical equipment~~
- ~~(6) Land acquisition~~
- ~~(7) Artwork (for applicable projects)~~
- ~~(8) Other costs (agency administration costs, moving, temporary space, testing, surveys, legal fees, insurance, etc.)~~
- ~~(9) Project contingency~~

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

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

**10. Funding**

- ~~a. Total funds required~~
- ~~b. Project Funding sources (amounts and/or percentage of each)~~

- ~~(1) State funds~~
- ~~(2) Cash funds~~
- ~~(3) Federal funds~~
- ~~(4) LB 309 funds~~
- ~~(5) Revenue bonds~~
- ~~(6) Private donations~~
- ~~(7) Other sources~~

~~c. Fiscal year expenditures for project duration~~

**11. Time line**

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

**FACILITIES, NEBRASKA STATE COLLEGE SYSTEM****POLICY: 8062 Capital Construction; Program Statements Page 5 of 5**~~12. Higher Education Supplement~~~~a. CCPE Review~~

- ~~(1) CCPE review is required~~
- ~~(2) CCPE review is not required~~

~~b. Method of contracting~~

- ~~(1) Identify method~~
- ~~(2) Provide rationale for method selection~~

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

~~Policy Adopted: 3/11/94~~  
~~Policy Revised: 12/3/98~~  
~~Policy Revised: 9/10/02~~  
~~Policy Revised: 2/12/04~~  
~~Policy Revised: 6/7/07~~  
~~Policy Revised: 2/27/09~~  
~~Policy Revised: 6/2/14~~  
~~Policy Revised: 11/7/14~~  
~~Policy Revised: 6/18/15~~  
~~Policy Revised: 4/20/18~~

## **FACILITIES, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 8063 Capital Construction; Construction Documents Page 1 of 2**

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### **BOARD POLICY**

The Board has an oversight function for capital construction projects which require its periodic review and approval of certain capital construction projects. In order to make that process more orderly, the Board directs that the following procedures be used in processing capital construction documents through the Board's approval function.

### **PROCEDURE**

#### **Program Statement**

College personnel shall work with the architect/engineers in putting together a Program Statement that will be submitted to the Board at least five (5) weeks prior to the meeting at which approval is requested. The documents will be forwarded to the System Office for distribution to the Board and other appropriate state agencies along with any additional information that the college wishes to provide.

The architect/engineers will give a presentation to the Board at the meeting, if so desired.

Comments and questions will be forwarded by the System Office to the college for their use in preparing responses in consultation with the professional consultants.

When all issues/concerns have been addressed to the reviewers' satisfaction, the Board will give approval to the Program Statement and the college may notify the architect/engineer to begin the next phase of construction document development.

#### **Schematic Design**

The review and approval process of the Schematic Design Phase will be delegated to appropriate college personnel, System Office staff and, if so directed by the Board, representatives from other agencies. It is anticipated that this activity will take about one month once the documents are in the hands of the reviewers. Once the approvals have been granted by this group of persons, the college may direct the professional consultants to proceed with the following phase. A report of that committee's action will be provided to the Board at a subsequent meeting.

#### **Design Development**

The identical process of receipt, distribution of documents for comments, resolution of issues, and approval by the Board that is followed for the Program Statement shall be followed for this phase. Documents shall be received by the Board at least five (5) weeks prior to the meeting at which approval is requested.

## ~~FACILITIES, NEBRASKA STATE COLLEGE SYSTEM~~

~~POLICY: 8063 Capital Construction; Construction Documents Page 2 of 2~~

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### ~~Contract Documents~~

~~Since this is a review of technical documents, this approval function will be delegated to the Vice Chancellor for Facilities, Planning, and Information Technology and other System Office staff the Vice Chancellor may deem necessary and other agencies as deemed appropriate by the Board. When approval has been granted to the documents for this phase by all the involved parties, the college may proceed with advertising for bids. It is anticipated that this timeline will not exceed one month once the contract documents are in the hands of the reviewers.~~

~~The above procedures indicate that Board approvals of the documents will take place at regularly scheduled meetings and that such a process will require some long range planning at the onset of the project. If, for some reason, it becomes necessary to solicit the required approvals in between meeting dates, a conference call of the Board may be scheduled, but such an approach should not be utilized except in extreme emergencies. Requests for such conference calls will be submitted to the System Office, Chairperson of the Board, and Chairperson of the Fiscal and Facilities Subcommittee for their consideration.~~

~~Policy Adopted: 3/11/94~~

~~Policy Revised: 9/15/06~~

~~Policy Revised: 6/7/07~~

**ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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**ACTION:                            Approved Revised Operating Budgets for 2019-2020**

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The budgets have been revised to reflect encumbrances and carry forwards from 2018-19, cash fund adjustments approved by the Board, as well as Nebraska Opportunity Grant (NOG) and other funds received through the Coordinating Commission for Postsecondary Education (CCPE) and the Nebraska Department of Education. Federal funds awarded during 2019-20 are also included; except for the CARES Act funding, which was received and adjusted for after the reports were completed. The amount of the CARES Act awards is included in the "Grants for Information" item.

A table comparing the preliminary budgets along with the revised budgets follows:

2019-2020 Operating Budgets

	Chadron		Peru		Wayne	
	Preliminary	Revised	Preliminary	Revised	Preliminary	Revised
General Fund	\$18,185,612	\$18,185,612	\$10,189,610	\$10,189,610	\$22,770,336	\$22,770,336
Cash Fund	\$13,178,304	\$16,176,030	\$ 8,658,410	\$11,221,161	\$17,938,178	\$22,178,226
Federal Funds	\$15,000,000	\$15,018,062	\$12,820,000	\$12,820,000	\$20,229,900	\$21,614,196
<b>TOTAL</b>	<b>\$46,363,916</b>	<b>\$49,379,703</b>	<b>\$31,668,020</b>	<b>\$34,230,771</b>	<b>\$60,938,414</b>	<b>\$66,562,758</b>

The System Office revised operating budget is also attached.

The System Office recommends approval of the Revised Operating Budgets for 2019-2020.

**ATTACHMENTS:**

- CSC Revised Operating Budget 19-20 (PDF)
- PSC Revised Operating Budget 2019-2020 (PDF)
- WSC Revised Operating Budget 2019-20 (PDF)
- NSCS Revised Budget - 2019-20 (PDF)



Chadron State College  
2019-20 REVISED OPERATING BUDGET

Expenditure Type	801	802	803	804	805	806	807	808	Total
	CSC 1.0 Instruction	CSC 2.0 Research	CSC 3.0 Public Svc	CSC 4.0 Acad Supp	CSC 5.0 Student Svc	CSC 6.0 Gen Admin	CSC 7.0 Plant O&M	CSC 8.0 Student Aid	
Personal Services									
Permanent Staff:									
Faculty FTE	95.00								95.00
Professional Staff FTE	2.54		2.00	30.00	35.70	38.63	0.75		109.62
Support Staff FTE			1.00	9.00	4.75	13.25	36.25		64.25
Salaries	7,142,245	0	3,390	2,152,681	2,125,044	2,811,949	1,240,032	0	15,475,341
Benefits	2,187,073	0	143,050	794,228	743,972	1,120,114	547,650	0	5,536,087
Total Permanent Salaries & Benefits	9,329,318	0	146,440	2,946,909	2,869,016	3,932,063	1,787,682	0	21,011,428
Temporary Staff:									
Part-time Faculty FTE	15.00								15.00
Graduate Assistant FTE	6.20								6.20
Federal Work-study FTE	8.00	0.00	0.00	2.00	2.00	1.35	0.00	0.00	13.35
Other Student FTE	1.00	1.00	4.00	3.43	30.00	6.00	3.00	0.00	48.43
Other Straight-time FTE									
Other FTE									
Salaries	734,496	1,323	74,879	55,548	674,810	181,889	74,859	0	1,797,804
Benefits	50,000	0	2,862	2,125	24,868	6,983	1,710	0	88,548
Total Temporary Salaries & Benefits	784,496	1,323	77,741	57,673	699,678	188,872	76,569	0	1,886,352
Total Personal Services	\$ 10,113,814	\$ 1,323	\$ 224,181	\$ 3,004,582	\$ 3,568,694	\$ 4,120,935	\$ 1,864,251	\$ -	\$ 22,897,780
Total Operating Expenses	908,013	16,794	137,162	569,582	792,080	1,845,352	1,647,135	0	5,916,118
Total Supplies	749,586	7,922	86,724	552,734	725,286	264,676	576,738	0	2,963,666
Total Travel	494,664	7,661	11,680	18,702	694,934	134,599	31,025	0	1,393,265
Total Capital Outlay	19,850	0	0	493,446	16,529	70,000	37,587	0	637,412
Tuition Remissions and Exemptions	31,610	0	0	0	111,907	8,884	0	401,000	553,401
Total General/Cash Budget	\$12,317,537	\$33,700	\$459,747	\$4,639,046	\$5,909,430	\$6,444,446	\$4,156,736	\$401,000	\$34,361,642
Federal FTE	0.00	0.00	0.50	0.00	6.665	0.00	0.00	0.00	7.165
Total Federal Funds	0	69,423	50,000	0	563,638	0	0	14,335,000	15,018,061
Total Expenditures	\$12,317,537	\$103,123	\$509,747	\$4,639,046	\$6,473,068	\$6,444,446	\$4,156,736	\$14,736,000	\$49,379,703
General Funds	8,473,621	0	0	2,663,053	2,633,037	2,910,901	1,505,000	0	18,185,612
Cash Funds	3,843,916	33,700	459,747	1,975,993	3,276,393	3,533,545	2,651,736	401,000	16,176,030
Federal Funds	0	69,423	50,000	0	563,638	0	0	14,335,000	15,018,061
Total Funds	12,317,537	103,123	509,747	4,639,046	6,473,068	6,444,446	4,156,736	14,736,000	49,379,703

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, transfer of (300,000) to program 931, and carryforward encumbrances of 3,297,726

Attachment: CSC Revised Operating Budget 19-20 (2737 : Revised Operating Budgets for 2019-2020)

PERU STATE COLLEGE  
2019-2020 REVISED OPERATING BUDGET

June 16, 2020

Expenditure Type	PCS 1.0 Instruction	PCS 2.0 Research	PCS 3.0 Public Svc	PCS 4.0 Acad Supp	PCS 5.0 Student Svc	PCS 6.0 Gen Admin	PCS 7.0 Plant O&M	PCS 8.0 Student Aid	Total
<b>Personal Services</b>									
<u>Permanent Staff:</u>									
Faculty FTE	53.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.00
Professional Staff FTE	9.59	0.00	0.00	16.33	22.45	25.00	2.00	0.00	75.37
Support Staff FTE	4.00	0.00	0.00	2.00	2.00	7.00	20.75	0.00	35.75
Salaries	3,404,082	0	0	1,336,964	1,393,407	2,090,277	693,916	0	8,918,646
Benefits	1,132,118	0	0	422,903	465,442	816,053	263,499	0	3,100,014
Total Permanent Salaries & Benefits	4,536,200	0	0	1,759,867	1,858,849	2,906,330	957,415	0	12,018,660
<u>Temporary Staff:</u>									
Part-time Faculty FTE	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
Graduate Assistant FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Work-study FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Student FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Straight-time FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	1,201,303	0	2,277	0	95,351	56,801	10,285	0	1,366,017
Benefits	222,886	0	122	0	832	4,708	2	0	228,550
Total Temporary Salaries & Benefits	1,424,189	0	2,399	0	96,183	61,509	10,287	0	1,594,567
<b>Total Personal Services</b>	<b>\$5,960,389</b>	<b>\$0</b>	<b>\$2,399</b>	<b>\$1,759,867</b>	<b>\$1,955,032</b>	<b>\$2,967,839</b>	<b>\$967,702</b>	<b>\$0</b>	<b>\$13,613,228</b>
Total Operating Expenses	470,788	0	0	938,501	1,521,413	1,320,184	1,545,587	0	5,796,473
Total Supplies	99,181	6,319	0	90,113	94,481	98,798	381,999	0	770,891
Total Travel	47,199	0	0	35,231	276,192	275,556	1,250	0	635,428
Total Capital Outlay	0	0	0	0	0	0	0	0	0
Tuition Remissions and Exemptions	0	0	0	0	275,000	0	0	319,751	594,751
<b>Total General/Cash Budget</b>	<b>\$6,577,557</b>	<b>\$6,319</b>	<b>\$2,399</b>	<b>\$2,823,712</b>	<b>\$4,122,118</b>	<b>\$4,662,377</b>	<b>\$2,896,538</b>	<b>\$319,751</b>	<b>\$21,410,771</b>
Federal FTE	0.00	0.00	0.00	0.00	2.68	0.00	0.00	0.00	2.68
<b>Total Federal Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>322,484</b>	<b>0</b>	<b>0</b>	<b>12,497,516</b>	<b>12,820,000</b>
<b>Total Expenditures</b>	<b>\$6,577,557</b>	<b>\$6,319</b>	<b>\$2,399</b>	<b>\$2,823,712</b>	<b>\$4,444,602</b>	<b>\$4,662,377</b>	<b>\$2,896,538</b>	<b>\$12,817,267</b>	<b>\$34,230,771</b>
<b>Fund Sources</b>									
General Funds (1)	\$5,321,074	0	0	\$1,022,386	\$1,398,824	\$1,781,756	\$665,570	\$0	\$10,189,610
Cash Funds (2)	1,256,483	6,319	2,399	1,801,326	2,723,294	2,880,621	2,230,968	319,751	11,221,161
Federal Funds (3)	0	0	0	0	322,484	0	0	12,497,516	12,820,000
<b>Total Funds</b>	<b>\$6,577,557</b>	<b>\$6,319</b>	<b>\$2,399</b>	<b>\$2,823,712</b>	<b>\$4,444,602</b>	<b>\$4,662,377</b>	<b>\$2,896,538</b>	<b>\$12,817,267</b>	<b>\$34,230,771</b>

(1) General Funds Appropriation \$10,189,610.

(2) Cash Funds \$7,928,827, BAA \$275,000 &amp; NOG, ACE &amp; AET \$454,583, Total \$8,658,410; and carryforward funds of \$2,562,751.

(3) Federal Funds \$12,820,000.

Attachment: PSC Revised Operating Budget 2019-2020 (2737 : Revised Operating Budgets for 2019-2020)

WAYNE STATE COLLEGE  
2019-20 OPERATING BUDGET

June 16, 2020

\*\*\* REVISED PLAN \*\*\*

EXPENDITURE TYPE	PCS 1.0 Instruction	PCS 2.0 Research	PCS 3.0 Publ.Serv.	PCS 4.0 Acad.Supp.	PCS 5.0 Stdnt. Srv.	PCS 6.0 Inst. Adm.	PCS 7.0 Plant O&M	PCS 8.0 Stdnt. Aid	TOTAL
<b>Personal Services</b>									
<u>Permanent Staff:</u>									
Faculty FTE	124.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	124.00
Professional Staff FTE	9.09	0.00	0.00	27.00	44.74	39.65	3.00	0.00	123.48
Support Staff FTE	11.00	0.00	0.00	6.00	8.66	19.20	34.00	0.00	78.86
Salaries	12,585,312	0	0	2,043,340	2,897,245	3,301,957	1,477,683	0	22,305,537
Benefits	3,684,742	0	0	657,467	1,044,951	1,480,114	661,593	0	7,528,867
Total Permanent Salaries & Benefits	16,270,054	0	0	2,700,807	3,942,196	4,782,071	2,139,276	0	29,834,404
<u>Temporary Staff:</u>									
Part-time Faculty FTE	39.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.50
Graduate Assistant FTE	5.78	0.00	0.00	0.00	4.62	0.00	0.00	0.00	10.40
Federal Work-Study FTE	0.55	0.00	0.00	0.95	0.07	0.11	0.00	0.00	1.68
Other Straight-time FTE	1.20	0.00	1.00	7.20	11.50	6.90	3.15	0.00	30.95
Other Student FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	1,157,242	0	65,000	168,175	360,500	152,975	58,700	0	1,962,592
Benefits	88,530	0	7,700	12,865	27,580	11,705	4,490	0	152,870
Total Temporary Salaries & Benefits	1,245,772	0	72,700	181,040	388,080	164,680	63,190	0	2,115,462
<b>Total Personal Services</b>	<b>17,515,826</b>	<b>0</b>	<b>72,700</b>	<b>2,881,847</b>	<b>4,330,276</b>	<b>4,946,751</b>	<b>2,202,466</b>	<b>0</b>	<b>31,949,866</b>
Total Operating Expenses	680,737	0	205,090	608,645	592,163	1,898,648	2,288,119	0	6,273,402
Total Supplies	466,275	0	179,608	687,151	480,005	1,616,985	686,033	0	4,116,057
Total Travel	135,500	0	2,000	310,000	691,960	115,000	5,000	0	1,259,460
Total Capital Outlay	105,000	0	0	90,000	20,000	5,000	205,000	0	425,000
Tuition Remissions and Exemptions	0	0	0	0	0	0	0	924,777	924,777
<b>Total General/Cash Budget</b>	<b>18,903,338</b>	<b>0</b>	<b>459,398</b>	<b>4,577,643</b>	<b>6,114,404</b>	<b>8,582,384</b>	<b>5,386,618</b>	<b>924,777</b>	<b>44,948,562</b>
<u>FEDERAL FUNDS</u>									
FTE	1.65	0.00	0.00	0.00	4.80	0.00	0.00	5.45	11.90
Total Federal Funds	125,000	4,600	0	0	495,400	0	0	20,989,196	21,614,196
<b>Total Expenditures</b>	<b>19,028,338</b>	<b>4,600</b>	<b>459,398</b>	<b>4,577,643</b>	<b>6,609,804</b>	<b>8,582,384</b>	<b>5,386,618</b>	<b>21,913,973</b>	<b>66,562,758</b>
<u>Fund Sources</u>									
General Funds*	10,159,396	0	0	2,503,660	3,722,050	4,493,010	1,892,220	0	22,770,336
Cash Funds*	8,743,942	0	459,398	2,073,983	2,392,354	4,089,374	3,494,398	924,777	22,178,226
Federal Funds	125,000	4,600	0	0	495,400	0	0	20,989,196	21,614,196
<b>Total Funds</b>	<b>19,028,338</b>	<b>4,600</b>	<b>459,398</b>	<b>4,577,643</b>	<b>6,609,804</b>	<b>8,582,384</b>	<b>5,386,618</b>	<b>21,913,973</b>	<b>66,562,758</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, one-time adjustment of \$100,000, carryforward balance of \$4,045,048 and \$900,000 for NOG/AET/ACE.

Attachment: WSC Revised Operating Budget 2019-20 (2737 : Revised Operating Budgets for 2019-2020)

REVISED

NEBRASKA STATE COLLEGE SYSTEM OFFICE 2019-20 OPERATING BUDGET			
PERSONAL SERVICES	GENERAL FUNDS	CASH FUNDS	TOTAL
Professional FTE	12		12
Salaries	1,384,199		1,384,199
Benefits	362,833		362,833
<b>Sub-Total</b>	<b>1,747,032</b>	-	<b>1,747,032</b>
Support Staff FTE	2		2
Salaries	97,972		97,972
Benefits	31,414		31,414
<b>Sub-Total</b>	<b>129,386</b>	-	<b>129,386</b>
<b>Total Personal Services</b>	<b>1,876,418</b>	-	<b>1,876,418</b>
Total Operating Expenses*	471,970	1,055,076	1,527,046
Total Travel	55,000		55,000
Total Capital Outlay	-	-	-
<b>TOTAL BUDGET</b>	<b>2,403,388</b>	<b>1,055,076</b>	<b>3,458,464</b>

\*Cash Funds amount includes \$430,621 carried forward from prior FY, per Sep 2019 Board Action 4.2.

**MARKETING INITIATIVES**

New Funds for 2019-20	\$154,787
Carried Forward from 2018-19	\$132,355
<b>Total Funds Available 2019-20</b>	<b>\$287,142</b>

Attachment: NSCS Revised Budget - 2019-20 (2737 : Revised Operating Budgets for 2019-2020)

**ITEMS FOR DISCUSSION AND ACTION**  
**FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:*                                    Approve Preliminary Operating Budgets for 2020-2021**

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The Colleges and the System Office have prepared recommended operating budgets for FY 2020-21, with the General, Cash and Federal Fund amounts based on the approved Distribution of Funds.

These budgets provide the basis for the initial distribution of appropriations for FY 2020-21.

The System Office recommends approval of the Preliminary Operating Budgets for 2020-2021.

**ATTACHMENTS:**

- CSC Preliminary Operating Budget 2020-21            (PDF)
- PSC Preliminary Operating Budget 2020-2021        (PDF)
- WSC Preliminary Operating Budget 2020-21            (PDF)
- NSCS Preliminary Budget - 2020-21                    (PDF)

Chadron State College  
2020-21 PRELIMINARY OPERATING BUDGET

Expenditure Type	801 CSC 1.0 Instruction	802 CSC 2.0 Research	803 CSC 3.0 Public Svc	804 CSC 4.0 Acad Supp	805 CSC 5.0 Student Svc	806 CSC 6.0 Gen Admin	807 CSC 7.0 Plant O&M	808 CSC 8.0 Student Aid	Total
<b>Permanent Staff:</b>									
Faculty FTE	94.00								94.00
Professional Staff FTE	3.54		2.00	31.00	34.20	39.13	0.75		110.62
Support Staff FTE			0.50	9.00	4.75	13.75	36.25		64.25
Salaries	6,572,844	0	85,627	2,280,191	2,042,340	2,800,535	1,215,119		14,996,656
Benefits	2,284,063	0	29,755	792,366	709,713	973,186	422,254		5,211,337
<b>Total Permanent Salaries &amp; Benefits</b>	<b>8,856,907</b>	<b>0</b>	<b>115,382</b>	<b>3,072,557</b>	<b>2,752,053</b>	<b>3,773,721</b>	<b>1,637,373</b>	<b>0</b>	<b>20,207,992</b>
<b>Temporary Staff:</b>									
Part-time Faculty FTE	21.75								21.75
Graduate Assistant FTE	9.00								9.00
Federal Work-study FTE	12.00	0.00	0.00	4.00	3.00	2.50	0.00	0.00	21.50
Other Student FTE	1.00	0.20	4.60	3.43	3.40	3.00	3.00	0.00	18.63
Other Straight-time FTE									
Salaries	800,000	10,000	70,000	50,000	600,000	175,000	60,000	0	1,765,000
Benefits									
<b>Total Temporary Salaries &amp; Benefits</b>	<b>800,000</b>	<b>10,000</b>	<b>70,000</b>	<b>50,000</b>	<b>600,000</b>	<b>175,000</b>	<b>60,000</b>	<b>0</b>	<b>1,765,000</b>
<b>Total Personal Services</b>	<b>\$ 9,656,907</b>	<b>\$ 10,000</b>	<b>\$ 185,382</b>	<b>\$ 3,122,557</b>	<b>\$ 3,352,053</b>	<b>\$ 3,948,721</b>	<b>\$ 1,697,373</b>	<b>\$ -</b>	<b>\$ 21,972,992</b>
Total Operating Expenses	685,847	10,956	150,216	562,436	625,387	1,817,949	1,801,148	0	5,653,939
Total Supplies	468,271	10,800	88,076	547,879	839,249	234,595	508,581	0	2,697,451
Total Travel	237,927	1,944	17,148	88,389	685,417	176,779	15,000	0	1,222,605
Total Capital Outlay	135,155	0	18,682	83,728	106,809	23,744	0	0	368,118
Tuition Remissions and Exemptions	27,570	0	242	3,723	6,963	7,000	0	401,000	446,498
<b>Total General/Cash Budget</b>	<b>\$11,211,677</b>	<b>\$33,700</b>	<b>\$459,746</b>	<b>\$4,408,712</b>	<b>\$5,615,878</b>	<b>\$6,208,788</b>	<b>\$4,022,102</b>	<b>\$401,000</b>	<b>\$32,361,603</b>
Federal FTE	0.00	0.00	0.50	0.00	6.675	0.00	0.00	0	7.175
<b>Total Federal Funds</b>	<b>0</b>	<b>65,000</b>	<b>50,000</b>	<b>0</b>	<b>550,000</b>	<b>0</b>	<b>0</b>	<b>14,335,000</b>	<b>15,000,000</b>
<b>Total Expenditures</b>	<b>11,211,677</b>	<b>98,700</b>	<b>509,746</b>	<b>4,408,712</b>	<b>6,165,878</b>	<b>6,208,788</b>	<b>4,022,102</b>	<b>14,736,000</b>	<b>47,361,603</b>
General Funds	8,793,375			2,800,000	2,700,000	3,000,000	1,600,000		18,893,375
Cash Funds	2,418,302	33,700	459,746	1,608,712	2,915,878	3,208,788	2,422,102	401,000	13,468,228
Federal Funds		65,000	50,000		550,000			14,335,000	15,000,000
<b>Total Funds</b>	<b>11,211,677</b>	<b>98,700</b>	<b>509,746</b>	<b>4,408,712</b>	<b>6,165,878</b>	<b>6,208,788</b>	<b>4,022,102</b>	<b>14,736,000</b>	<b>47,361,603</b>

General Funds: Include new appropriation of 18,893,975 and no carryforward

Cash Funds: Based on adjustment to base funds during the past fiscal year and additional revenue, cash funds set at 13,468,228

PERU STATE COLLEGE  
2020-2021 PRELIMINARY OPERATING BUDGET

June 16, 2020

Expenditure Type	PCS 1.0 Instruction	PCS 2.0 Research	PCS 3.0 Public Svc	PCS 4.0 Acad Supp	PCS 5.0 Student Svc	PCS 6.0 Gen Admin	PCS 7.0 Plant O&M	PCS 8.0 Student Aid	Total
<b>Personal Services</b>									
<u>Permanent Staff:</u>									
Faculty FTE	53.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.00
Professional Staff FTE	9.59	0.00	0.00	16.33	22.45	25.00	2.00	0.00	75.37
Support Staff FTE	4.00	0.00	0.00	2.00	2.00	7.00	20.75	0.00	35.75
Salaries	3,545,488	0	0	1,081,398	1,209,883	1,763,601	677,812	0	8,278,182
Benefits	1,862,445	0	0	568,059	635,552	926,419	356,055	0	4,348,530
Total Permanent Salaries & Benefits	5,407,933	0	0	1,649,457	1,845,435	2,690,020	1,033,867	0	12,626,712
<u>Temporary Staff:</u>									
Part-time Faculty FTE	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
Graduate Assistant FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Work-study FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Student FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Straight-time FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	933,933	0	13,451	0	51,200	0	0	0	998,584
Benefits	112,072	0	7,243	0	3,917	0	0	0	123,232
Total Temporary Salaries & Benefits	1,046,005	0	20,694	0	55,117	0	0	0	1,121,816
<b>Total Personal Services</b>	<b>\$6,453,938</b>	<b>\$0</b>	<b>\$20,694</b>	<b>\$1,649,457</b>	<b>\$1,900,552</b>	<b>\$2,690,020</b>	<b>\$1,033,867</b>	<b>\$0</b>	<b>\$13,748,528</b>
Total Operating Expenses	318,773	0	0	875,906	459,008	1,464,408	1,026,205	0	4,144,300
Total Supplies	9,181	0	0	13,113	14,975	78,798	11,999	0	128,066
Total Travel	47,199	0	0	35,231	276,192	275,556	1,250	0	635,428
Total Capital Outlay	0	0	0	0	0	0	0	0	0
Tuition Remissions and Exemptions	0	0	0	0	275,000	0	0	469,523	744,523
<b>Total General/Cash Budget</b>	<b>\$6,829,091</b>	<b>\$0</b>	<b>\$20,694</b>	<b>\$2,573,707</b>	<b>\$2,925,727</b>	<b>\$4,508,782</b>	<b>\$2,073,321</b>	<b>\$469,523</b>	<b>\$19,400,845</b>
Federal FTE	0.00	0.00	0.00	0.00	3.62	0.00	0.00	0.00	3.62
<b>Total Federal Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>341,016</b>	<b>0</b>	<b>0</b>	<b>12,478,984</b>	<b>12,820,000</b>
<b>Total Expenditures</b>	<b>\$6,829,091</b>	<b>\$0</b>	<b>\$20,694</b>	<b>\$2,573,707</b>	<b>\$3,266,743</b>	<b>\$4,508,782</b>	<b>\$2,073,321</b>	<b>\$12,948,507</b>	<b>\$32,220,844</b>
32220845									
<b>Fund Sources</b>									
General Funds (1)	\$5,407,449	0	0	\$1,048,731	\$1,428,299	\$1,969,032	\$706,109	\$0	\$10,559,620
Cash Funds (2)	1,421,642	0	20,694	1,524,976	1,497,428	2,539,750	1,367,212	469,523	8,841,225
Federal Funds (3)	0	0	0	0	341,016	0	0	12,478,984	12,820,000
<b>Total Funds</b>	<b>\$6,829,091</b>	<b>\$0</b>	<b>\$20,694</b>	<b>\$2,573,707</b>	<b>\$3,266,743</b>	<b>\$4,508,782</b>	<b>\$2,073,321</b>	<b>\$12,948,507</b>	<b>\$32,220,845</b>

(1) General Funds Appropriation \$10,559,620

(2) Cash Funds \$8,111,642, BAA \$275,000 &amp; NOG, ACE &amp; AET \$454,583, Total \$8,841,225

(3) Federal Funds \$12,820,000.

Attachment: PSC Preliminary Operating Budget 2020-2021 (2740 : Preliminary Operating Budgets for

WAYNE STATE COLLEGE  
2020-21 OPERATING BUDGET

June 16, 2020

\*\*\* PRELIMINARY PLAN \*\*\*

EXPENDITURE TYPE	PCS 1.0 Instruction	PCS 2.0 Research	PCS 3.0 Publ.Serv.	PCS 4.0 Acad.Supp.	PCS 5.0 Stdnt. Srv.	PCS 6.0 Inst. Adm.	PCS 7.0 Plant O&M	PCS 8.0 Stdnt. Aid	TOTAL
<b>Personal Services</b>									
<u>Permanent Staff:</u>									
Faculty FTE	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00
Professional Staff FTE	9.09	0.00	0.00	26.00	45.88	39.65	3.00	0.00	123.62
Support Staff FTE	11.00	0.00	0.00	6.00	8.63	19.20	34.00	0.00	78.83
Salaries	11,233,318	0	0	1,982,269	3,091,043	3,501,459	1,429,652	0	21,237,741
Benefits	3,609,270	0	0	661,331	1,137,638	1,621,937	699,566	0	7,729,742
Total Permanent Salaries & Benefits	14,842,588	0	0	2,643,600	4,228,681	5,123,396	2,129,218	0	28,967,483
<u>Temporary Staff:</u>									
Part-time Faculty FTE	39.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	39.50
Graduate Assistant FTE	5.97	0.00	0.00	0.00	5.01	0.00	0.00	0.00	10.98
Federal Work-Study FTE	0.55	0.00	0.00	0.95	0.07	0.11	0.00	0.00	1.68
Other Straight-time FTE	1.20	0.00	1.00	7.20	8.10	6.30	3.15	0.00	26.95
Other Student FTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	1,148,540	0	45,000	168,175	308,075	164,650	58,700	0	1,893,140
Benefits	77,520	0	3,445	12,865	17,395	12,595	4,490	0	128,310
Total Temporary Salaries & Benefits	1,226,060	0	48,445	181,040	325,470	177,245	63,190	0	2,021,450
<b>Total Personal Services</b>	<b>16,068,648</b>	<b>0</b>	<b>48,445</b>	<b>2,824,640</b>	<b>4,554,151</b>	<b>5,300,641</b>	<b>2,192,408</b>	<b>0</b>	<b>30,988,933</b>
Total Operating Expenses	434,002	0	208,110	408,645	532,298	2,890,318	2,002,221	0	6,475,594
Total Supplies	335,000	0	125,721	543,648	401,005	1,955,000	450,000	0	3,810,374
Total Travel	125,500	0	3,000	315,000	695,000	115,315	5,500	0	1,259,315
Total Capital Outlay	25,000	0	0	30,000	20,000	10,000	10,000	0	95,000
Tuition Remissions and Exemptions*	0	0	0	0	0	0	0	1,060,111	1,060,111
<b>Total General/Cash Budget</b>	<b>16,988,150</b>	<b>0</b>	<b>385,276</b>	<b>4,121,933</b>	<b>6,202,454</b>	<b>10,271,274</b>	<b>4,660,129</b>	<b>1,060,111</b>	<b>43,689,327</b>
<u>FEDERAL FUNDS</u>									
FTE	1.51	0.00	0.00	0.00	4.82	0.00	0.00	5.45	11.78
Total Federal Funds	115,000	5,000	0	0	355,000	0	0	19,754,900	20,229,900
<b>Total Expenditures</b>	<b>17,103,150</b>	<b>5,000</b>	<b>385,276</b>	<b>4,121,933</b>	<b>6,557,454</b>	<b>10,271,274</b>	<b>4,660,129</b>	<b>20,815,011</b>	<b>63,919,227</b>
<u>Fund Sources</u>									
General Funds	9,826,612	0	0	2,598,660	4,189,800	4,976,590	2,017,015	0	23,608,677
Cash Funds	7,161,538	0	385,276	1,523,273	2,012,654	5,294,684	2,643,114	1,060,111	20,080,650
Federal Funds	115,000	5,000	0	0	355,000	0	0	19,754,900	20,229,900
<b>Total Funds</b>	<b>17,103,150</b>	<b>5,000</b>	<b>385,276</b>	<b>4,121,933</b>	<b>6,557,454</b>	<b>10,271,274</b>	<b>4,660,129</b>	<b>20,815,011</b>	<b>63,919,227</b>

\*Includes \$1,040,000 for NOG/AET/ACE.



PRELIMINARY

NEBRASKA STATE COLLEGE SYSTEM OFFICE 2020-21 OPERATING BUDGET			
PERSONAL SERVICES	GENERAL FUNDS	CASH FUNDS	TOTAL
Professional FTE	12		12
Salaries	1,418,804		1,418,804
Benefits	372,042		372,042
<b>Sub-Total</b>	<b>1,790,846</b>	-	<b>1,790,846</b>
Support Staff FTE	2		2
Salaries	100,432		100,432
Benefits	32,450		32,450
<b>Sub-Total</b>	<b>132,882</b>	-	<b>132,882</b>
<b>Total Personal Services</b>	<b>1,923,728</b>	-	<b>1,923,728</b>
Total Operating Expenses	456,957	617,193	1,074,150
Total Travel	85,000		85,000
Total Capital Outlay	-	-	-
<b>TOTAL BUDGET</b>	<b>2,465,685</b>	<b>617,193</b>	<b>3,082,878</b>

MARKETING INITIATIVES

New Funds for 2020-21

\$154,787

Attachment: NSCS Preliminary Budget - 2020-21 (2740 : Preliminary Operating Budgets for 2020-2021)

## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

June 16, 2020

**ACTION: Approve Biennium Budget Requests for 2021-2023**

The Board approved Budget Request Guidelines and Preliminary Capital Construction Requests at its January 12, 2020 meeting. The Colleges and System Office have prepared their requests based on these guidelines. Approval is requested for these biennium requests.

### OPERATING BUDGET REQUESTS

The requests were prepared in accordance with the budget request guidelines approved by the Board at its January 12, 2020 meeting. These guidelines included core needs increases and strategic initiatives for the operating budget.

#### CORE NEEDS

Based on the Board's January, 2020 action, the NSCS has calculated the impact of the increases noted in the Guidelines. Those are noted below:

	<u>FY2021-22</u>	<u>FY2022-23 above FY2021-22</u>
Salary Increases	TBD	TBD
Health Insurance Rate Increase	\$748,810	\$808,715
Utility Rate Increases	\$142,821	\$148,534
Other Operating Increases	\$684,096	\$711,460
DAS/Work Comp Rate Increases	TBD	TBD
New Building Openings	\$ 26,683	\$ 24,128

As has been the case historically, requests related to any salary increases are provided later, following completion of collective bargaining, unless the Governor's budget office requests a specific calculation be included in the biennium request. If a specific calculation is requested, the NSCS will build that calculation in, with the understanding that it is not indicative of the final impact of salary increases, which will be determined only through the collective bargaining process.

The impact of rate changes based on tables from the Department of Administrative Services (DAS) will be included once the information is received in late June or early July.

Finally, the new building opening costs are for the Chadron State Math Science project.

#### STRATEGIC INITIATIVES

The January, 2020 guidelines approved by the Board included the following categories of strategic initiatives for the 2021-23 biennium budget request:

1. A scholarship initiative focused on meeting the workforce needs of Nebraska and especially

in the rural areas of Nebraska.

2. The Corrections Workforce Development Pathways (CDWP) as a partnership initiative between Peru State College and the Tecumseh Correctional State Institution (TCSI) to assist in meeting the future workforce needs of TCSI.

3. A student services support initiative focused on improving retention and graduation rates at each of the Colleges.

Given the current pandemic and the uncertainty about the budget until the Legislature returns in late July, these strategic initiatives will continue to be considered and updates on the initiatives will be brought to the Board regarding these initiatives in July.

### CAPITAL CONSTRUCTION REQUESTS AND PRIORITIES

The Colleges have prepared capital construction requests for the 2021-23 biennium. The capital request includes three parts:

\*Reaffirmations of projects with funding already underway

\*New capital project requests

\*Task Force for building renewal (309 Task Force) project categories

Reaffirmations include:

	FY22	FY23	Future
LB997 (2016) Bond Repayment (General)	\$1,125,000	\$1,125,000	\$7,875,000
Sports Facilities Cash Fund	\$ 300,000	\$ 300,000	\$3,000,000 (10 years)
LB297 (2019) Bond Repayment	\$2,216,000	\$2,216,000	\$26,592,000

New Capital Requests include:

	FY22	FY23	Future
CSC Memorial Hall Renovation & Addition Program Statement	\$ 130,000		\$18,200,000
PSC Campus Geothermal Utilities Conversion	\$1,601,248	\$1,757,682	\$ 2,101,905
PSC Indoor Recreation Facility Program Statement	\$ 80,000		\$ 9,000,000
WSC Brandenburg Renovation Program Statement	\$ 90,000		\$12,000,000

Task Force for Building Renewal requests are provided in the categories of fire and life safety, deferred repair, ADA, and Energy Conservation.

### PRIORITIZATION OF CAPITAL REQUESTS

The budget request process requires a prioritization of capital projects, including building renewal requests. The System Office recommends the following prioritization:

Priority

1 Fire/Life Safety - Class 1

2 Deferred Repair - Class 1

3 ADA - Class 1

Action Item (ID # 2741)

Meeting of June 16, 2020

- 4 Energy Conservation - Class 1
- 5 Indoor Recreation Facility Program Statement (PSC)
- 6 Brandenburg Renovation Program Statement (WSC)
- 7 Memorial Hall Renovation and Addition Program Statement (CSC)
- 8 Campus Geothermal Utilities Conversion (PSC)
- 9 Fire/Life Safety - Class 2
- 10 Deferred Repair - Class 2
- 11 ADA - Class 2
- 12 Energy Conservation - Class 2

The System Office recommends approval of the Biennium Budget Requests for 2021-2023.

**ITEMS FOR DISCUSSION AND ACTION/FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:***                            **Accept and Approve Design Development Documents for Math/Science Building Addition and Renovation at Chadron State College**

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BVH Architecture will present the Design Development documents for the CSC Math/Science Building Addition and Renovation project to the Board of Trustees on June 16, 2020.

The Program Statement was accepted and approved at the January 14, 2014, Board of Trustees meeting. In 2019, project funding was approved in LB297. Approval of the Design Development documents by the Board allows the construction drawings to be finalized for bidding, and establishment of the Guaranteed Maximum Price (GMP).

The System Office and Chadron State College recommend approval of the Design Development Documents for Math/Science Building at Chadron State College.

**ITEMS FOR DISCUSSION AND ACTION**  
**FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:***                      **Approve Naming of Math Science Building for Chadron State College**

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Board Policy 8020 provides the naming of NSCS buildings and other facilities. According to paragraph 4 of the policy, "The proposed name shall come to the Board as a recommendation of the College President." Pursuant to this policy, Chadron State seeks to name the Math Science Building the Math Science Center of Innovative Learning (MS COIL).

With the upcoming renovation and new addition to the existing Math Science building, it seems fitting for a new name that further defines the purpose of the building and its relation to the region and State.

Representatives from Chadron State faculty, students, staff and community participated in a group facilitated by a CSC alum with experience leading branding and re-branding efforts. The College believes this name represents the current Math/Science building well because it conveys the innovative learning that occurs while supporting concepts like integration, evolving and motion.

This naming request brings honor to Chadron State and to the Nebraska State College System.

The Chancellor supports this request and recommends approval.

The System Office and Chadron State College recommend approval of the Naming of Math Science Building for Chadron State College.

**ITEMS FOR DISCUSSION AND ACTION/FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:*                                    Approve Spirit Shop Contract for Peru State College**

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Peru State requests approval to contract with Dash Printing to provide a Spirit Shop to serve the College beginning July 1, 2020 through June 30, 2023 with the option to renew for two (2) additional one-year terms. PSC will receive a commission of six percent (6%) of monthly net sales.

Board Policy 9020 provides for bookstore contracts to include the sale of books, equipment and supplies. Peru State has broken their bookstore operations into two contracts. One is with an online bookstore provider and the other with a spirit shop. This request is to approve the spirit shop portion.

Peru State respectfully requests the Board approve the Spirit Shop contract with Dash Printing for the period of July 1, 2020 through June 30, 2023.

The System Office and Peru State College recommend approval of the Spirit Shop Contract for Peru State College.

**ATTACHMENTS:**

- PSC DASH Printing Contract            (PDF)

**Note: Contracts for Services are public records which are generally subject to statutory public disclosure and public website posting requirements.**

## CONTRACT FOR SERVICES

Long Form)

Board of Trustees of the Nebraska State Colleges  
Chadron State, Peru State, and Wayne State Colleges

This Contract is made by and between the Board of Trustees of the Nebraska State Colleges doing business as Peru State College (the "College"), and DASH Printing, a(n) LLC (the "Contractor")

The Contractor and the College agree as follows:

1. **Effective Date.** This Contract shall be in effect from 07/01/2020 to 06/30/2023 with the option to renew the Contract for two (2) additional one (1) year terms at the discretion of both parties.

2. **Terms.**

The Contractor agrees to the following:

- i. Operate a Spirit Shop on the College campus at a location to be mutually agreed upon. Products provided will include apparel, gift items, and general merchandise.
- ii. Hours of operation will be Monday through Friday from 10 a.m. to 4 p.m. along with special event hours including all home football games. The Spirit Shop will be closed when the College is closed, including holidays, breaks, and inclement weather. Changes to the hours of operation will be mutually agreed upon in writing.
- iii. The Contractor shall provide for charge sales of merchandise through MasterCard and Visa.
- iv. The Contractor is to provide sufficient personnel to ensure efficient and courteous service to patrons and must have adequately trained relief personnel available to substitute in the absence of regular personnel. All personnel shall be employees of the Contractor, whom shall be solely responsible for the payment of their wages and benefits. Agents and personnel of the Contractor working in the Spirit Shop will be provided access to parking lots utilized by College employees. Contractor personnel must strictly adhere to all College rules and regulations. The Contractor is allowed to utilize student workers in the Spirit Shop when they are available.
- v. The Contractor will be responsible for telephone service to the leased premises. The telephone number(s) and any separate fax number(s) at the College premises shall remain the property of College after termination of this Contract.
- vi. The Contractor agrees to provide the College 6% of monthly net sales. Net sales are defined as gross sales minus discounts minus returns. College employees will receive a 15% discount on purchases at the Spirit Shop. Applicable payments shall be made monthly by the Contractor to the College and shall be paid within twenty-one (21) days after the close of the month in which they were earned. The final payment for any year shall be made in accordance with the Prompt Payment Act referenced in Section 3 below. Each payment shall be accompanied by a detailed statement of its computation.
- vii. The Contractor agrees to an annual meeting with a representative from the College's marketing department and/or Vice President of Administration and Finance to review branding guidelines.
- viii. The Contractor agrees to use only the images found on the PSC website at [www.peru.edu/media/logos](http://www.peru.edu/media/logos).

*The Contractor agrees the Contract work shall not be performed on time that is paid for by any public funds other than those provided by the College under this Contract.*

The College agrees to the following:

- i. The College grants to the Contractor exclusive rights to operate the full service Spirit Shop located on the College campus. The College shall grant the Contractor the right to sell College licensed products. The College reserves the right to recommend merchandise to be sold in the Spirit Shop and to require the removal of merchandise for sale in the Spirit Shop which the College considers offensive or inappropriate.
- ii. Decisions regarding additions to or deletions from the existing space, or relocation of the Spirit Shop, are made at the sole discretion of the College.



- iii. The College will be responsible for major structural repairs to the space used by the Contractor, provided that such repairs are not required as a result of the action of the Contractor, its agents or employees.
- iv. The College will provide all utilities to the Spirit Shop including:
  - a. Heat, light, utilities, wireless and wired internet and air conditioning as is reasonably required for operation of the Spirit Shop.
  - b. Trash removal and extermination services for the Spirit Shop.
  - c. To the best of its knowledge, the College is not aware of any health or environmental problems which currently exist or are likely to develop in the physical facility which houses the Spirit Shop. The College shall be responsible for remedying promptly any health or environmental problems as the Spirit Shop, other than those caused by the Contractor, and notifying the Contractor accordingly.
  - d. Contractor shall control the use of the name of the Spirit Shop on any web site owned and maintained by the Contractor for the benefit of College.

3. **Prompt Payment Act.** In the event any amount due under this Contract remains unpaid for forty-five (45) days after the due date, the unpaid amount shall bear interest from the 31st day after the due date at the rate specified in the Prompt Payment Act, Neb. Rev. Stat. §§81-2401 to 81-2408.

4. **Independent Contractor.** The Contractor shall be an independent Contractor and not a College 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 workers' compensation law and Nebraska unemployment insurance law.

The Contractor agrees that it is a separate and independent enterprise from the College, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it shall utilize a high level of skill necessary to perform the work. This Contract shall not be construed as creating any partnership, joint venture, or joint employment relationship between the Contractor and the College, and the College shall not be liable for any obligation incurred by the Contractor, including but not limited to unpaid minimum wages or overtime premiums. If the Contractor has employees or subcontractors, the Contractor further agrees to maintain at least the prescribed minimum workers' compensation insurance coverage for all of the Contractor's employees for the duration of this Contract. The Contractor agrees to furnish the College proof of workers' compensation insurance coverage upon request.

Liability Insurance Requirements - *One box below must be selected and marked.*

- The Contractor is required to carry liability insurance in the amount of one (1) million dollars per occurrence with a five (5) million dollar umbrella. The Contractor's insurance policy shall be primary and non-contributory. The College 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 the College. A copy of the certificate shall be provided to the College.
- The Contractor is required to carry liability insurance in the amount of one (1) million dollars per occurrence with a three (3) million dollar umbrella. The Contractor's insurance policy shall be primary and non-contributory. The College 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 the College. A copy of the certificate shall be provided to the College.
- The Contractor is required to carry liability insurance in the amount of one (1) million dollars per occurrence. The Contractor's insurance policy shall be primary and non-contributory. The College 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 the College. A copy of the certificate shall be provided to the College.
- The Contractor is not required to carry liability insurance as a condition of this Contract.

5. **Access to Records.** The Contractor agrees to maintain complete records regarding the expenditures of funds provided by the College under this Contract. The Contractor agrees to allow authorized representatives of the College, the Board, the funding Federal Agency, if any, and the United States Comptroller General, if appropriate, free access at reasonable times to all records generated or maintained as a result of this Contract for a period of three (3) years after the termination of this Contract.

6. **New Employee Work Eligibility Status.** - *One box below must be selected and marked.*

- Employee Work Eligibility Status.** The Contractor 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.
- The Contractor is an individual, LLC or sole proprietorship. The Contractor must complete the “United States Citizenship Attestation Form,” available on the Department of Administrative Services website at [http://das.nebraska.gov/lb403/attestation\\_form.pdf](http://das.nebraska.gov/lb403/attestation_form.pdf). If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide US Citizenship and Immigration Services (USCIS) documentation required to verify the Contractor’s lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program. *The attestation form and USCIS documents (if applicable) must be attached to the Contract.*

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

7. **Non-Discrimination.** The Contractor agrees to comply fully 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 Contract, 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. The Contractor further agrees to insert a similar provision in all subcontracts for services allowed under this Contract.

8. **ADA & Drug-Free Workplace Requirements.** All provisions of this Contract are subject to the Americans with Disabilities Act (ADA). Further, the Contractor certifies that the Contractor operates a drug-free workplace and, during the term of this Contract, will be in compliance with the provisions of the Drug-Free Workplace Act of 1988.

9. **Debarment/Suspension Certification.** If this Contract involves the expenditure of federal funds in the amount of \$25,000 or more, the Contractor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

10. **Use of Information: Property Ownership.** The Contractor agrees that any and all information gathered in the performance of this Contract, either independently or through the College or the State College System, shall be held in the strictest confidence and shall be released to no one other than to the College, without prior written authorization of the College. The Contractor agrees that no authority or information gained through the existence of this Contract will be used to obtain financial gain for the Contractor, for any member of the Contractor’s immediate family, or for any business with which the Contractor is associated except to the extent provided by this Contract.

The Contractor further agrees that any tangible or intangible property, including patents, trademarks and other intellectual property, produced, developed, prepared, or created under the terms of this Contract shall be the property of the College. The Contractor hereby assigns and transfers to the College all right, title and interest in and to any copyright in any copyrightable materials produced under this Contract.

11. **Parties; Subcontractors; Assignment.** References to the Contractor and the College include the parties’ officers, employees, agents, and independent contractors and subcontractors. The Contractor agrees that no subcontractors shall be utilized in the performance of this Contract without the prior written authorization of the College. The Contractor agrees not to assign or transfer any interest, rights, or duties in this Contract to any person, firm, or corporation without prior written consent of the College.

12. **Cancellation.** This Contract may be canceled by either party upon thirty (30) days’ written notice. Additionally, this Contract may be cancelled by the College upon seven (7) days written notice due to circumstances beyond the College’s control, such as public health or safety concerns or other extenuating circumstances. Settlement of the amount due to the Contractor upon cancellation shall be negotiated between the parties based upon (a) specified deliverables completed by the Contractor and accepted and usable by the College as of the date of termination when the Contractor initiates termination, or (b) the percentage of services performed by the Contractor as of the date of termination when the College initiates termination.

13. **Default: Remedies.** If the Contractor defaults in its obligations under this Contract, the College may, at its discretion, exercise any remedy available by law or in equity. In addition to any other available remedy, the College may terminate this Contract immediately by written notice to the Contractor. The College shall pay the Contractor only for such performance as has been properly completed and is of use to the College. The College may, at its discretion, contract for provision of the services required to complete this Contract and hold the Contractor liable for all expenses incurred.

14. **Complete Agreement: Governing Law: Amendment.** This Contract 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 Contract other than those stated herein. This Contract will be construed, interpreted, governed and enforced under the laws of the State of Nebraska. This Contract may be amended at any time in writing upon the agreement and signature of both parties.

15. **Technology Access.** All Contracts, that include provisions of technology products, systems, and services, including data, voice, and video technologies, as well as information dissemination methods, shall comply with the Nebraska Technology Access Standards adopted pursuant to Neb. Rev. Stat. §73-205. These Standards are available for viewing on the Web at <http://nitc.ne.gov/standards/2-201.html>, and are incorporated into this Contract as if fully set forth therein.

16. **Designated College Representative.** The designated College representative for purposes of monitoring and oversight of this Contract is:

Debbie A. White _____ Typed or Printed Name	(402) 872-2224 _____ Telephone	dwhite@peru.edu _____ Email Address
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17. **Signatures.**

**CONTRACTOR**

_____ Signature	_____ Date
_____ Title	_____ Printed Name

**COLLEGE**

_____ Signature	_____ Date
VPAF _____ Title	Debbie A. White _____ Printed Name

**SYSTEM OFFICE**

_____ Signature	_____ Date
_____ Title	_____ Printed Name

Attachment: PSC DASH Printing Contract (2753 : Spirit Shop Contract for Peru State College)

## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

June 16, 2020

**ACTION:** **Approve Acquisition and Demolition of Real Property for Wayne State College**

### **Demolition of Structure at 1001 Schreiner Drive**

Wayne State respectfully requests the authority to demolish the structure located at 1001 Schreiner Drive, Wayne, NE 68787. The structure is a single-dwelling house, which is in poor condition. The 2012 Campus Master Plan called for the creation of stronger entries and edges on the campus, particularly for visitors and prospective students who come to campus for the first time. The removal of the structure at a cost of \$6,990 will allow the College to create green space in this southeast corner of campus in the short term with possible plans to add parking in the future. The disposal of this property is in compliance with Board Policy 8004.

### **Acquisition of Real Property and Demolition of Structure at 1301 Schreiner Drive**

Wayne State respectfully requests authorization to acquire real property and dispose of the structure located at 1301 Schreiner Drive, Wayne, Nebraska. The legal description of the property is the West 85 feet of Lots 7, 8, 9, 10, 11, and 12, Block 1, College Hill First Addition to Wayne, Wayne County, Nebraska; and the North 30 feet vacated East 13th Street adjacent to the West 85 feet of Lot 7; and the East half adjacent vacated alley and the South half vacated East 14th Street adjacent to the West 85 feet of Lot 12. The 2012 Campus Master Plan called for the expansion of the Student Center to the east as well as new/expanded/renovated parking and campus markers/entrance signs to the east of the Student Center. The appraised value of the property is \$216,000 and the cost for demolition is \$17,900. This property acquisition and structure demolition will allow the College to create green space in this area in the short term with possible plans to add parking and signage in the future. The acquisition and demolition of this property is in compliance with Board Policy 8002 and 8004.

### **Acquisition of Real Property at 203 East 10th Street**

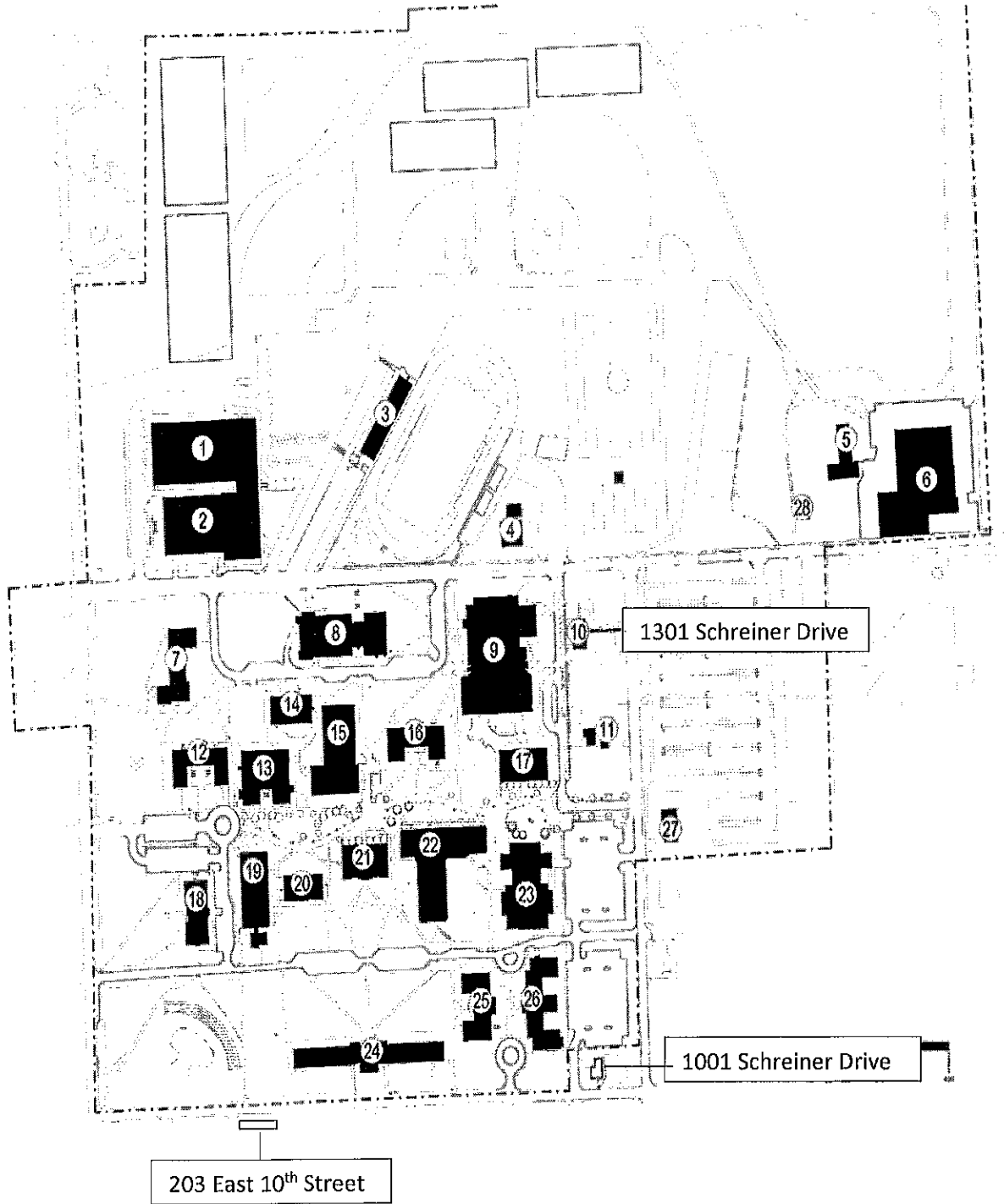
Wayne State respectfully requests authorization to acquire real property located at 203 E 10th Street, Wayne, Nebraska. The legal description of the property is the West 30 feet of Lots 8, 9, 10, and 11, Block 2, Spahr's Addition to the City of Wayne, Wayne County, Nebraska. This property is located adjacent to the Criminal Justice Crime Scene Investigation facility, and has an appraised value of \$25,000. This acquisition will allow the College to create green space in this area in the short term with possible plans to add parking in the future. The acquisition of this property is in compliance with Board Policy 8002.

The System Office and Wayne State College recommend approval of the Acquisition and Demolition of Real Property for Wayne State College.

### **ATTACHMENTS:**

- WSC Campus Map Acquisition and Demolition Properties(PDF)

# Wayne State College Campus



### Building Key

- |                         |                          |
|-------------------------|--------------------------|
| 1 Recreation Center     | 15 Conn Library          |
| 2 Rice Auditorium       | 16 Pile Hall             |
| 3 Memorial Stadium      | 17 Bowen Hall            |
| 4 Energy Plant          | 18 Hahn Administration   |
| 5 Quonset               | 19 Carhart Science       |
| 6 Campus Services       | 20 Humanities            |
| 7 Anderson Hall         | 21 Brandenburg Education |
| 8 Fine Arts             | 22 Benthack Hall         |
| 9 Student Center        | 23 Gardner Hall          |
| 10 Lutheran Ministries  | 24 Berry Hall            |
| 11 Multicultural Center | 25 Terrace Hall          |
| 12 Neihardt Hall        | 26 Morey Hall            |
| 13 Connell Hall         | 27 Alumni House          |
| 14 Studio Arts          | 28 Old School House      |

**ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT**

June 16, 2020

**ACTION:** **Approve Use of Unappropriated Cash Funds on a One-Time Basis for Benthack Hall Renovation for Wayne State College**

Board Policy 7001 discusses budgets and 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."

Wayne State requests Board approval to use an additional \$3,125,000 on a one-time basis from unappropriated cash funds for the Benthack Hall Renovation project. The total cash funding planned for the project is \$5,125,000. The Board previously approved the use of \$2,000,000 in cash funds to get the project started. Approval of this additional funding will allow the College to move forward with the project. The cash fund balance adequately supports this request.

With approval of the additional unappropriated cash funds, the revised overall funding for the Benthack Renovation project is:

College Cash	\$5,125,000
309 Task Force	\$2,875,000
Donations	\$1,000,000

Total Project Funds \$9,000,000

The System Office and Wayne State College recommend approval of the Use of Unappropriated Cash Funds for Wayne State College.

## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

June 16, 2020

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**ACTION:**                      **Approve Naming of Indoor Athletic Complex for Wayne State College**

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Board Policy 8020 provides for the naming of Nebraska State College System (NSCS) buildings and other facilities. According to paragraph 4 of the policy, "The proposed name shall come to the Board as a recommendation of the President." Pursuant to this policy, Wayne State proposes to rename the building currently known as the Carlson Natatorium which was constructed in 1964 and housed the former swimming pool, offices, and locker rooms. The building is currently being renovated into a multi-use athletic and recreation space with artificial turf and a protective netting system.

The purpose of the Kirk Gardner Indoor Athletic Complex naming is to recognize Kirk Gardner's and the Gardner Foundation's long-time and substantial commitment, support, and generosity for Wayne State College and the Wayne State Foundation. Kirk was a football student athlete for Wayne State in the 1970s and currently serves as a Gardner Foundation Trustee. Lifetime giving of the Gardner Family Foundation exceeds \$8.8 million. Furthermore, the Gardner Foundation made a \$1.8 million pledge supporting athletic and academic scholarships, operations and facility upgrades in April of 2020. \$300,000 of this pledge is dedicated to renovating the Wayne State College Natatorium into the Indoor Athletic Complex as stated above.

This naming request brings honor to the donors and their family members, to Wayne State and to the Nebraska State College System.

The Chancellor supports this request and recommends approval.

The System Office and Wayne State College recommend approval of the Naming of Indoor Athletic Complex for Wayne State College.

**ITEMS FOR DISCUSSION AND ACTION**  
**FISCAL, FACILITIES AND AUDIT**

June 16, 2020

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***ACTION:***                                    **First and Final Round Approval of Revisions to Board Policy 6021; Income; Tuition, Online Rate and Dual Enrollment Rate**

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A proposed revision to Board Policy 6021 would add language to provide for the Board to establish special online undergraduate and/or graduate rates outside of the general ratio of 125% between the online undergraduate rate and the online graduate rate.

The System Office recommends approval of the Revisions to Board Policy 6021; Income; Tuition, Online Rate and Dual Enrollment Rate.

**ATTACHMENTS:**

- Revisions to Board Policy 6021    (PDF)



## **FISCAL OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM**

**POLICY: 6021**

**Income; Tuition, Online Rate  
and Dual Enrollment Rate**

**Page 1 of 2**

### **BOARD POLICY**

The Board shall fix and collect tuition for resident, non-resident, undergraduate and graduate students who matriculate at the Colleges. The Board shall also fix and collect an online rate for online courses.

**TUITION RATES** The following guidelines will be used in establishing tuition rates:

1. The Board will advocate sufficient funding from the state to maintain affordable tuition so more citizens can avail themselves of the opportunity to attend college.
2. Factors which may be considered in establishing undergraduate resident rates will include, but not be limited to, availability of general funds, resource requirements of the Colleges, peer comparisons, consumer price index, higher education price index, availability of financial assistance and changes in regional per capita income.
3. Tuition rates should reflect the higher cost of graduate instruction. Graduate tuition will be set at approximately 125 percent (125%) of the undergraduate rate.
4. In recognition of the value of a diverse student population and the fact that the Colleges' service regions extend beyond the Nebraska borders, out-of-state undergraduate tuition will not exceed 200 percent (200%) of undergraduate resident tuition.
5. Graduate non-resident tuition will be set at approximately 125 percent (125%) of undergraduate non-resident tuition.

### **SPECIAL TUITION RATES**

1. The Nebraska Access Program tuition rate shall be 100 percent (100%) of the resident rate.
2. The Midwestern Higher Education Compact tuition rate shall be 150 percent (150%) of the resident rate.
3. Iowa and South Dakota residents will be eligible for the Midwestern Higher Education Compact tuition rate.
4. The "One Rate Any State" tuition rate for undergraduate, non-resident, on-site students at Peru State College is one dollar (\$1.00) above the undergraduate, resident rate.
5. The "Eagle Rate" tuition rate for undergraduate, non-resident, on-site students at Chadron State College is one dollar (\$1.00) above the undergraduate, resident rate.
6. The "Bridge" tuition program at the College Center in South Sioux City for undergraduate and graduate on-site students is one dollar (\$1.00) above the undergraduate and graduate resident rates, respectively.

# FISCAL OPERATIONS, NEBRASKA STATE COLLEGE SYSTEM

**POLICY: 6021 Income; Tuition, Online Rate, and Dual Enrollment Rate**

**Page 2 of 2**

## ONLINE RATES

The following guidelines will be used in establishing online rates:

1. The online rate will be inclusive of tuition and fees. In addition, every student who matriculates to any College for the first time shall pay a matriculation fee and a one-time processing fee.
2. There will be one rate for undergraduate and one rate for graduate online courses. The graduate rate will generally be set at approximately 125 percent (125%) of the undergraduate rate. However, special undergraduate and/or graduate online rates may be established by the Board for specific programs. In addition, the differential between undergraduate and graduate may vary in years where extenuating circumstances arise that warrant an adjustment to either rate.
3. Each College will establish a distribution formula for the one-rate, which must be approved by the Chancellor. Funds distributed outside of the cash fund per credit hour shall not exceed the equivalent of on-campus student fees credited to that fund. The distribution formula must include funding for the Capital Improvement Fee at the current approved rate.
4. Period enrollment reports will include enrollments in online courses.

## DUAL ENROLLMENT RATE

The following guidelines will be used in establishing the dual enrollment program rate:

1. The dual enrollment rate will be inclusive of tuition and fees. In addition, every student who matriculates to any College for the first time shall pay a matriculation fee and a one-time processing fee.
2. The only fee required for dual enrollment courses is the Capital Improvement Fee.
3. Each College will assure credit to the Capital Improvement Fee of the current approved rate for the fee, which fee is included in the dual enrollment rate.

Legal Reference:	RRS 85-501	State educational institutions; Non-resident fees
	RRS 85-503	State educational institutions; Tuition
Policy Adopted:	3/11/94	
Policy Revised:	2/10/05	
Policy Revised:	9/14/07	
Policy Revised:	4/17/09	
Policy Revised:	9/9/11	
Policy Revised:	6/15/12	
Policy Revised:	6/25/13	
Policy Revised:	9/6/13	
Policy Revised:	6/19/18	
Policy Revised:	6/18/19	
<u>Policy Revised:</u>		

Attachment: Revisions to Board Policy 6021 (2765 : Revisions to Board Policy 6021; Income; Tuition, Online Rate and Dual Enrollment Rate)

## ITEMS FOR DISCUSSION AND ACTION FISCAL, FACILITIES AND AUDIT

June 16, 2020

**ACTION:** **Approve Revised Online Rates for FY 2020-21**

At its June 18, 2019 meeting the Board approved Online Rates for 2020-21 as follows:

Undergraduate Online    \$304.00

Graduate Online            \$380.00

In response to the impact of the coronavirus pandemic, and to better address the needs of the State of Nebraska during this time, the following revised online rates are proposed for 2020-21:

Undergraduate Online    \$299.00

Graduate Online            \$380.00

Special Graduate Online   \$359.00\*

\*The Special Graduate Online Rate applies to the following programs only:

**CSC**

ME in Curriculum & Instruction

MAE in Education (History and Science/Math)

**PSC**

MSE in Curriculum & Instruction

**WSC**

MSE in Curriculum & Instruction

MSE in Special Education

The System Office recommends approval of the Revised Online Rates for FY 2020-21.

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

### **INFORMATION ONLY: Promotion and Tenure Report**

The promotion and tenure information is provided to the Board for information.

Faculty recommended for promotion in rank and/or tenure are first required to meet educational and service criteria such as appropriate degree, years of service at the college level, as well as years of service to the NSCS institution. In addition, performance criteria must be satisfied that includes demonstrated ability to teach effectively; to contribute to student growth and development; scholarly and creative activity relevant to the teaching field of the faculty member; service to the College, community, and profession; as well as professional growth and collegial relationships.

The table below lists the total number and (percentage) of full-time instructional faculty by rank and institution resulting from the recent promotions. CSC promoted 1 faculty member to Assistant Professor, 3 faculty members to Associate Professor, and 3 faculty members to Professor. PSC promoted 1 faculty members to Associate Professor. WSC promoted 9 faculty members to Associate Professor and 5 faculty members to Professor.

	Instructor		Assistant Professor		Associate Professor		Professor		Total
Chadron	5	6%	25	29%	15	17%	41	48%	
Promoted into Rank	N/A		1		3		3		
Promoted to next Rank	<u>1</u>		<u>3</u>		<u>3</u>		<u>N/A</u>		
IMPACT	4	5%	23	27%	15	17%	44	52%	86
Peru	11	22%	21	41%	8	15%	11	22%	
Promoted into Rank	N/A		0		1		0		
Promoted to next Rank	<u>0</u>		<u>1</u>		<u>0</u>		<u>N/A</u>		
IMPACT	11	22%	20	39%	9	17%	11	22%	51
Wayne	9	8%	29	25%	28	25%	48	42%	
Promoted into Rank	N/A		0		9		5		
Promoted to next Rank	<u>0</u>		<u>9</u>		<u>5</u>		<u>N/A</u>		
IMPACT	9	8%	20	17%	32	28%	53	47%	114
System Total	25	10%	75	30%	51	20%	100	40%	
Promoted into Rank	N/A		1		13		8		
Promoted to next Rank	<u>1</u>		<u>13</u>		<u>8</u>		<u>N/A</u>		
IMPACT	24	10%	63	25%	56	22%	108	43%	251

The following table lists the total number and percentage of instructional faculty by institution resulting from the recent awarding of tenure, which included 5 faculty members from CSC, 3 faculty members from PSC, and 3 faculty members from WSC.

	Total Full-Time Faculty	Tenured Faculty	Tenure Awarded 2020	Result of 2020 Tenure Awarded	Percent of Faculty with Tenure
Chadron	86	49	5	54	63%
Peru	51	15	3	18	35%
Wayne	114	65	3	68	60%
System Total	251	129	11	140	56%

**CHANCELLOR INFORMATIONAL ITEMS**

June 16, 2020

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***INFORMATION ONLY:* Foundation Employee Compensation Report**

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Chadron State Foundation's employee salary information for 2020-2021 is attached as an information item as required by Board Policy 5501.

**ATTACHMENTS:**

- CSC Foundation 2020-21 Salary Information (PDF)

**Chadron State College  
2020-21**

Employee Name	SAP Position	Position Title	FTE	2019-20	Adjustments		2020-21	Notes
				Base Salary	Increase	Total Annual Salary		
Galbraith, Jennifer	660478	TEMP WORKER-GIFTS PROCESSOR		15.75 per hour				
Haag, Cricket	600008	CONTROLLER	1.000	64,569.00	1,615.00		66,184.00	
Watson, George	660660	CHIEF EXECUTIVE OFFICER	1.000	114,288.00	2,858.00		117,146.00	
Pope, Karen	660009	DIRECTOR OF DEVELOPMENT & ALUMNI	1.00	65,194.00	1,630.00		66,824.00	
Schreduder, SuAn	660006	OFFICE ASSISTANT II	1.00	24,523.00	613.00		25,136.00	
Rissler, Jacob	660007	DEVELOPMENT OFFICER	1.00	48,544.00	1,214.00		49,758.00	
				317,118.00	7,930.00	0.00	0.00	325,048.00

Attachment: CSC Foundation 2020-21 Salary Information (2733 : Foundation Employee Compensation

**CHANCELLOR INFORMATIONAL ITEMS**

June 16, 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 June 2020 (PDF)
- PSC Personnel Report June 2020 (PDF)
- WSC Personnel Report June 2020 (PDF)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR****COLLEGE:**

Chadron State College

**MEETING DATE:**

June 16, 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
Wentworth, Beth	Mathematics	Professor	\$73,201	State	08/19/2004-05/13/2020	1.000	Retirement	NA
Bruehlman, August	Business	Professor	\$85,606	State	08/21/2008-05/13/2020	1.000	Retirement	NA
Haas, Jordan	Mathematics	Instructor	\$45,000	State	08/20/2020-05/12/2021	1.000	New Hire	Non Tenure Track

<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
Badura, Victoria	Adjunct	NA	\$5,100	State	03/16/2020-05/08/2020	NA	ACTG 242 BIS 231 (6 cr hr)	Special
Courts, Bari	Adjunct	NA	\$5,100	State	03/16/2020-05/08/2020	NA	ACTG 431 BIS 331 (6 cr hr)	Special
Dorwart, Jennifer	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	FIN 432 (3 cr hr)	Special
Gallegos, Nathaniel	Adjunct	NA	\$5,100	State	03/16/2020-05/08/2020	NA	MGM 639 BA 432 (6 cr hr)	Special
Jamison, Todd	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	ACTG 242 (3 cr hr)	Special
Johnson Struempfer, Kersten	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	BIS 431 (3 cr hr)	Special
Kant, Jack	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	ECON 231 (3 cr hr)	Special
Knutson, Jennifer	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	EDAD 633 (3 cr hr)	Special
Matich, Kayla	Adjunct	NA	\$5,100	State	03/16/2020-05/08/2020	NA	SPED 455 SPED 455 (6 cr hr)	Special
Morrell, Nicole	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	SPED 438 (3 cr hr)	Special
Roberson ,Kyle	Adjunct	NA	\$1,700	State	03/16/2020-05/08/2020	NA	FCS 421 (2 cr hr)	Special

Attachment: CSC personnel report June 2020 (2760 : Reports of Personnel Actions)



**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** June 16, 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
Shatto, Maci	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	SPED 438 (3 cr hr)	Special
Smiley, Nicole	Adjunct	NA	\$2,250	State	03/16/2020-05/08/2020	NA	HPER 233 (3 cr hr)	Special
Taylor, Jennifer	Adjunct	NA	\$2,550	State	03/16/2020-05/08/2020	NA	COUNC 131 (3 cr hr)	Special
Whitney, Talma	Adjunct	NA	\$850	State	03/16/2020-05/08/2020	NA	EDUC 271 (1 cr hr)	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
Nelson, Mariah	Assistant Director Residence Life	NA	\$36,457	Revenue Bond	07/01/2017-07/20/2020	1.000	Resignation	NA
Cooper, Cody	Admissions Representative	NA	\$38,000 prorated \$8,348	State	04/13/2020-06/30/2020	1.000	New Appointment Replaces G Mack	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
Reed, Houston	Head Men's Basketball Coach	NA	\$70,697	State	07/01/2016-03/31/2020	1.000	Resignation	NA
Zeller, LaWayne	Director-Field Experience/ Certification Officer	NA	\$55,693	State	08/21/2008-07/01/2020	1.000	Retirement	NA
Smith-Bruehlman, Martha	Director-Upward Bound	NA	\$58,015	Grant	06/17/2009-05/08/2020	1.000	Retirement	NA
Waugh, Wendy	Dean	NA	\$125,000	State	7/1/2020 - 6/30/2021	1.000	New Appointment replaces Interim Appointment Waugh	Specific

Attachment: CSC personnel report June 2020 (2760 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**

**COLLEGE:** Chadron State College

**MEETING DATE:** June 16, 2020

<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
Magnusson, Dallas	Accounting Clerk II	NA	\$1,958/mo.	State	5/1/2020	1.000	New Hire replaces Hills	Probationary

Attachment: CSC personnel report June 2020 (2760 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Peru State College**  
**MEETING DATE: June 16, 2020**

<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
Hart, Tammie	Executive Director - Budget and Planning	N/A	\$66,285.00	State	05/22/2014 thru 03/18/2020	1.000	Resignation	N/A
Lickteig, Denise	Financial Aid Counselor	N/A	\$33,318.00 prorated \$8429.49	State	04/27/2020 thru 06/30/2020	1.000	New Hire replaces Laura Burgess	Special
Sanders, Loyd "Kevin"	Assistant Director - Res Life	N/A	\$35,568.00 prorated \$11,856.00	RB	03/10/2020 thru 03/30/82020	1.000	New Hire replaces Philip Rogers	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
Rieschick, Erin	Director of Business Services	N/A	\$58,050.00	State	07/01/2019 thru 03/27/2020	1.000	Resignation	N/A

<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
Buchholz, Heike	Custodian	N/A	\$1,827	RB	04/17/2020 thru 06/30/2020	1.000	New Hire replaces Thomas Scott	Probationary
Bush, Breanna	Office Assistant II	N/A	\$1,945	State	03/23/2020 thru 06/30/2020	1.000	New Hire replaces Katrina Delezene	Probationary
Neeman, Raymond	MRW II	N/A	\$2,088	State	05/06/2020 thru 06/30/2020	1.000	New Hire replaces Zach Taylor	Probationary
Tanner, Courtney	Office Assistant II	N/A	\$1,945	State	11/18/2019 thru 03/25/2020	1.000	Resignation	N/A
Wredt, Andrew	MRW II	N/A	\$2,088	State	05/15/2019 thru 05/06/2020	1.000	Resignation	N/A

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Peru State College**  
**MEETING DATE: June 16, 2020**

<b>NON 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
Bailey, Keith	Assistant Director - Facility Services	N/A	\$5,000	State	03/16/2020 thru 06/30/2020	1.000	New Hire replaces Darrin Reeves	Probationary

Attachment: PSC Personnel Report June 2020 (2760 : Reports of Personnel Actions)

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: June 16, 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
Bohnert, David	Music	Professor	\$200.00	State	03/10/20	NA	Middle School Music Festival	Special
Dorcey, Jean	Educational Foundations and Leadership	Instructor	\$48,000.00	State	08/20/20-05/12/21	1.000	New Appointment replaces Maria Dickson	Non Tenure Track
Farr, Sarah	Music	Assistant Professor	\$200.00	State	03/10/20	NA	Middle School Music Festival	Special
Listerfelt, Nicole	Physical Sciences and Mathematics	Instructor	\$48,000.00	State	08/20/20-05/12/21	1.000	New Appointment replaces Nicole Listerfelt	Non Tenure Track
Miller-Niles, Angela	Music	Assistant Professor	\$200.00	State	03/10/20	NA	Middle School Music Festival	Special
Shelton, Jeff	Psychology and Sociology	Assistant Professor	\$50,200.00	State	08/20/20-05/12/21	1.000	New Appointment replaces Mehmet Balkanlioglu	Tenure Track

<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
Dvorak, Claudia	Adjunct	NA	\$200.00	State	03/10/20	NA	Middle School Music Festival, 12.50 hours at \$16.00/hour	Special
Frana, Brian	Adjunct	NA	\$2,550.00	State	03/17/20-05/07/20	NA	PED 103-00H2 (3 cr hrs)	Special
Gorden, Alexandria	Graduate Assistant	NA	\$600.00	State	02/21/20-05/08/20	NA	Rugby Coaching staff, 60 hours at \$10.00/hour	Special
King, Melissa	Adjunct	NA	\$200.00	State	03/10/20	NA	Middle School Music Festival, 12.50 hours at \$16.00/hour	Special
Magnuson, Grant	Adjunct	NA	\$2,550.00	State	03/16/20-05/08/20	NA	ITE 510-00W0 (3 cr hrs)	Special
Parker, Karen	Adjunct	NA	\$850.00	State	03/31/20-04/30/20	NA	CIS 233-0001 (1 cr hr)	Special

## REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR

COLLEGE: Wayne State College

MEETING DATE: June 16, 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
Weber, Brad	Adjunct	NA	\$200.00	State	03/10/20	NA	Middle School Music Festival, 12.50 hours at \$16.00/hour	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
Davis, Roberto	Assistant Coach-Football	NA	\$43,000.00 Prorated \$14,334.00	State	03/02/20-06/30/20	1.000	New Appointment replaces Austin Flyger	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
Evetovich, Tammy	Dean-School of Natural & Social Sciences	NA	\$119,643.00	State	08/18/00-05/14/20	NA	Resignation	NA
Loggins, Ron	Dean-School of Science, Health & Criminal Justice	NA	\$130,000.00	State	07/01/20-06/30/20	1.000	New Appointment replaces Tammy Evetovich	Specific
Shudak, Nicholas	Dean- School of Education and Counseling	NA	\$126,750.00 Prorated \$21,125.00	State	05/01/20-06/30/20	NA	Market Adjustment	NA
Taoka, Yasuko	Dean-School of Arts and Humanities	NA	\$126,750.00 Prorated \$ 21,125.00	State	05/01/20-06/30/20	NA	Market Adjustment	NA

**REPORT OF PERSONNEL ACTIONS TO THE CHANCELLOR**  
**COLLEGE: Wayne State College**  
**MEETING DATE: June 16, 2020**

<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
Bessmer, Jill	Custodian	NA	\$2,077.33/mo.	Revenue Bond	10/10/12-03/27/20	NA	Resignation	NA
Frazey, Misty	Facility Operations Assistant	NA	\$2,499.42/mo.	State	03/29/16-03/13/20	NA	Resignation	NA
Henderson, George	Custodian	NA	\$1,808.67/mo.	Revenue Bond	03/23/20-06/30/20	1.000	New Hire replaces Brenda Hingst	Probationary

<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
Jensen, Dustin	Maintenance Repair Worker II	NA	\$2,265.58/mo.	State	10/21/19-04/08/20	NA	Termination	NA
Leader, Nathan	Custodian	NA	\$1,860.17/mo.	State	04/22/20-06/30/20	1.000	New Hire replaces Nathan Beatty	Probationary
Smith, Brandon	Custodian	NA	\$1,860.17/mo.	Revenue Bond	03/27/20-06/30/20	1.000	New Hire replaces Kalli Koch	Probationary
Schulz, Karen	Custodian	NA	\$2,579.75/mo.	State	05/13/02-09/08/20	NA	Retirement	NA

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

### *INFORMATION ONLY:*      **Five-Year Academic Calendar**

The revised five-year academic calendar is provided to the Board for information.

	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Faculty Orientation	8/14	8/20	8/19	8/18	8/16
Classes Begin	8/17	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		10/18-10/19	10/17-10/18	10/16-10/17	10/14-10/15
Fall Break		11/24-11/26	11/23-11/25	11/22-11/24	11/27-11/29
Last Day of Classes	11/20	12/10	12/9	12/8	12/6
Exam Week	11/23-11/25	12/13-12/17	12/12-12/16	12/11-12/15	12/9-12/13
Fall Commencement	TBD	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**

June 16, 2020

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***INFORMATION ONLY:* Annual Report on Internal Leases of Revenue Bond Buildings**

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Board Policy 9004 on revenue bond facilities states that the Board will establish and maintain such schedule of rates, fees and/or charges for the use of the facilities controlled by the Board. Although leased for College use, non-revenue bond use of revenue bond facilities by the Colleges is reported annually to the Board. Lease payments made for use of the revenue bond space is included in the revenue bond program.

Chadron State leases 16,281 square feet of Revenue Bond Building office space in Crites Hall on an annual basis for state supported functions. The space is leased for 2020-2021 and 2021-2022 at a rate of \$1.74 per square foot for and annual cost of \$28,350.

Chadron State leases 2,300 square feet of Revenue Bond Building office space in West Court on an annual basis for state supported functions. This space is leased for 2020-2021 and 2021-2022 at a rate of \$1.74 per square foot for and annual cost of \$4,010.

**CHANCELLOR INFORMATIONAL ITEMS**

June 16, 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 - Interim report
2. Stadium Facility - Interim report

**Peru**

1. Delzell Renovation - Interim report
2. Field House Phase II - Final report
3. Theater Renovation - Interim report

**Wayne**

1. Benthack Hall Renovation - Initial report
2. Center for Applied Technology - Interim report
3. Natatorium Renovations - Initial report
4. Press Box Replacement - Interim report

**ATTACHMENTS:**

- CSC Capital Construction Quarterly Report - MSAR (PDF)
- CSC Capital Construction Quarterly Report - Stadium Track (PDF)
- PSC Capital Construction Quarterly Report - Delzell (PDF)
- PSC Capital Construction Quarterly Report - Field House (PDF)
- PSC Capital Construction Quarterly Report - Theater (PDF)
- WSC Capital Construction Quarterly Report - Benthack (PDF)
- WSC Capital Construction Quarterly Report - CAT(PDF)
- WSC Capital Construction Quarterly Report - Natatorium (PDF)
- WSC Capital Construction Quarterly Report - Press Box (PDF)

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF 3/31/2020**

College: Chadron State College		Meeting Date: June 16, 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:	N/A	
	Needs Statement		
	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: 4/23/2020	
		Interim Report: X	
		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	\$546,547.87	\$1,321,893.13
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. CO #1 BVH Professional Fees	\$20,750.00		\$20,750.00
2.			\$0.00
			\$0.00
<b>TOTALS</b>	<b>\$1,889,191.00</b>	<b>\$546,547.87</b>	<b>\$1,342,643.13</b>

This report is prepared on a cash basis.

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of March 31, 2020

Chadron State College		Meeting Date: June 16, 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:	X
		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>	<b>\$10,494,130.00</b>	<b>\$9,927,802.32</b>	<b>\$566,327.68</b>

This report is prepared on a cash basis.

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of March 31, 2020

College: Peru State College		Meeting Date: June 16, 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 March 31, 2020

College: Peru State College		Meeting Date: June 16, 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	1/16/2020			
Final Completion	2/13/2020			
<b>Report Information</b>	Status	Initial Report:		
		Interim Report:		
		Final Report: X		
<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	\$565,361.00		
Other-Peru State College Foundation	\$95,989.00			
Total Available	\$661,350.00			
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	44,010	44,010	0	
<b>Life Cycle Cost Analysis</b>				
Construction				
1. General, Mech., Elec.	332,716	332,716	0	
2. Fixed Equipment				
3. Sitework/Utilities	254,352	254,352	0	
Furnishings/Moveable Equip.				
Contingency				
Artwork				
Other Items				
1. Construction Administration	15,690	15,690	0	
2. Relocation Costs				
Change Orders				
1	0	0	0	
2	2,074	2,074	0	
3	6,508	6,508	0	
4	6,000	6,000	0	
<b>TOTALS</b>	<b>\$661,350</b>	<b>\$661,350</b>	<b>\$0</b>	

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT**  
as of March 31, 2020

College: Peru State College		Meeting Date: June 16, 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		\$560,000.00	
	Cash Funds		\$200,000.00	
	Capital Imp. Fee Commitment		\$100,000.00	
	Other: Peru State College Foundation		\$600,000.00	
Total Available		\$7,598,234.00		
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				
1. General, Mech., Elec.	\$	5,542,397	\$5,542,397.00	\$0
2. Fixed Equipment				
3. Sitework/Utilities	\$	144,319	144,319	\$0
Furnishings/Moveable Equip.	\$	340,079	308,300	\$31,779
Contingency	\$	624,815	148,609	\$476,206
1% Artwork	\$	25,122	6,550	\$18,572
Other Items				
1. Construction Administration	\$	36,184	34,692	\$1,492
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
7			0	\$0
<b>TOTALS</b>		<b>\$7,598,234</b>	<b>7,039,878</b>	<b>\$558,356</b>

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF MARCH 31, 2020**

College: Wayne State College		Meeting Date: June 16, 2020	
<b>Project Information</b>	Project Title:	Benthack Hall Renovation	
	Program Number:	905	
	Professional Consultant:	BVH Architects/Leo A Daly	
	General Contractor:	Hausmann Construction Inc.	
	Net Square Footage:	Gross Square Footage: 43,502	
	Bid Opening Date	N/A	
	Notice of Proceed Date	June 2021	
Estimated Completion Date	June 2021		
Final Acceptance Date	June 2021		
<b>Project Dates</b>	Professional Consultants:	Leo A Daly	
	Needs Statement	N/A	
	Program Statement	11/13/15; Revised September 2016	
	Professional Services Contract	10/28/19	
	Bonds Sold	N/A	
	Preliminary Plans	N/A	
	Design Development	4/23/2020	
	Construction Contract	11/20/2019; GMP-TBD	
Substantial Completion	11/20/2019; GMP-TBD		
Final Completion	11/20/2019; GMP-TBD		
<b>Report Information</b>	Status	Initial Report:	X
		Interim Report:	
		Final Report:	
<b>Financial Information</b>			
State Buildings	State Funds--LB No:	\$0.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$2,875,000.00	
	Cash Funds	\$4,525,000.00	
	Capital Imp. Fee Commitment	\$0.00	
	Other-Foundation	\$1,000,000.00	
	Total Available	\$8,400,000.00	
Revenue Bond Buildings	Bonds Sold	N/A	
	Costs of Issuance/Reserves	N/A	
	Balances of Proceeds	N/A	
Revenue Sources for Construction	1. Bond Proceeds	N/A	
	2. Interest Earnings	N/A	
	3. Other	N/A	
	Total Available	\$0.00	
<b>Expenditure Information</b>	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$566,710.00	\$219,541.17	\$347,168.83
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$6,800,000.00		\$6,800,000.00
2. Fixed Equipment	\$0.00		\$0.00
3. Sitework/Utilities	\$0.00		\$0.00
Furnishings/Moveable Equip.	\$400,000.00		\$400,000.00
Contingency	\$478,754.50		\$478,754.50
Artwork	\$0.00		\$0.00
Other Items			
1. Advertising/Printing	\$3,200.00	\$1,837.48	\$1,362.52
2. Abatement	\$114,705.50		\$114,705.50
3. Data/Tele Cabling	\$20,430.00		\$20,430.00
4. Surveying/Testing/Sp Insp.	\$16,200.00	\$4,200.00	\$12,000.00
Change Orders			
1.			\$0.00
2.			\$0.00
<b>TOTALS</b>	\$8,400,000.00	\$225,578.65	\$8,174,421.35

This report is prepared on a cash basis.



**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF MARCH 31, 2020**

College: Wayne State College		Meeting Date: June 16, 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 MARCH 31, 2020**

College: Wayne State College		Meeting Date: June 16, 2020	
<b>Project Information</b>	Project Title:	Natatorium Renovations	
	Program Number:	954	
	Professional Consultant:	Jackson - Jackson & Associates	
	General Contractor:	OCC Builders	
	Net Square Footage:		
	Bid Opening Date	12/29/19	
	Notice of Proceed Date		
Estimated Completion Date	8/1/20		
Final Acceptance Date			
<b>Project Dates</b>	Professional Consultants:	Jackson - Jackson & Associates	
	Needs Statement		
	Program Statement		
	Professional Services Contract	8/29/19	
	Bonds Sold		
	Preliminary Plans		
	Design Development		
	Construction Contract	12/20/19	
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:	\$0.00	
	Federal Funds	\$0.00	
	LB 309 Funds	\$0.00	
	Capital Imp. Fee Commitment	\$0.00	
	Other-Foundation	\$0.00	
	Total Available	\$0.00	
Revenue Bond Buildings	Bonds Sold	N/A	
	Costs of Issuance/Reserves	N/A	
	Balances of Proceeds	N/A	
	Sports Facility Cash Funds	\$275,000.00	
	Revenue Bond Funds	\$517.60	
	Contingency Maintenance	\$420,000.00	
	Other-Foundation	\$700,000.00	
Total Available	\$1,395,517.60		
Revenue Sources for Construction	1. Bond Proceeds	N/A	
	2. Interest Earnings	N/A	
	3. Other	N/A	
	Total Available	\$0.00	
<b>Expenditure Information</b>			
	Proposed Budget	Expended to Date	Balance
Program Planning			\$0.00
Professional Fees	\$95,030.00	\$78,225.50	\$16,804.50
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$1,224,030.00	\$178,943.40	\$1,045,086.60
2. Fixed Equipment	\$0.00		\$0.00
3. Sitework/Utilities	\$0.00		\$0.00
Furnishings/Moveable Equip.	\$30,000.00		\$30,000.00
Contingency	\$28,763.05		\$28,763.05
Artwork	\$0.00		\$0.00
Other Items			
1. Advertising/Printing	\$3,886.55	\$3,886.55	\$0.00
2. Abatement	\$898.00	\$898.00	\$0.00
3. Data/Tele Cabling			\$0.00
4. Surveying/Testing/Sp Insp.			\$0.00
Change Orders			
1.	\$12,910.00		\$12,910.00
2.			\$0.00
<b>TOTALS</b>	<b>\$1,395,517.60</b>	<b>\$261,953.45</b>	<b>\$1,133,564.15</b>

This report is prepared on a cash basis.

**CAPITAL CONSTRUCTION QUARTERLY STATUS REPORT  
AS OF MARCH 31, 2020**

College: Wayne State College		Meeting Date: June 16, 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	\$228,150.49	\$0.00
Life Cycle Cost Analysis			\$0.00
Construction			
1. General, Mech., Elec.	\$3,879,288.75	\$3,847,888.75	\$31,400.00
2. Fixed Equipment			\$0.00
3. Sitework/Utilities	\$4,542.69	\$4,542.69	\$0.00
Furnishings/Moveable Equip.	\$150,798.05	\$103,076.69	\$47,721.36
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	\$3,849,763.01	\$82,221.36

This report is prepared on a cash basis.

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

### **INFORMATION ONLY: Spring Occupancy and Income Reports**

The Spring 2020 Occupancy and Income reports from each of the Colleges are provided to the Board for information as per Board Policy 8050.

As required by the bond indentures, the Colleges have provided information for occupancy and the income earned by their revenue bond facilities during Spring 2020.

Due to the impact of COVID-19 and the change of classes following spring break to online; a significant number of students chose to move off-campus. The numbers provided below show the bed and room occupancies prior to this change in mid-March; and then following the move-out of students who chose to do so by mid-April.

In summary, the following ratios.

	% Residence Hall Bed Occupancy for Spring 2020		% Residence Hall Room Occupancy for Spring 2020		% Residence Hall Income for Spring 2020
	Mid March	Mid April	Mid March	Mid April	
Chadron	46%	8%	63%	13%	34%
Peru	69%	0%	68%	0%	78%
Wayne	73%	5%	90%	9%	66%

	Chadron	Peru	Wayne	Chadron	Peru	Wayne
	Bed Occupancy			Room Occupancy		
Spring 10	775	382	1,192	582	216	719
Spring 11	795	388	1,208	587	217	679
Spring 12	811	381	1,192	585	208	695
Spring 13	752	358	1,195	546	218	702
Spring 14	777	422	1,146	571	240	661
Spring 15	794	391	1,138	573	229	643
Spring 16	785	403	1,103	572	220	670
Spring 17	752	369	908	556	187	540
Spring 18	627	369	992	473	193	601
Spring 19	615	363	1,083	471	194	687
Spring 20*	605	405	1,141	452	210	706
Spring 20**	108	1	76	91	1	74

\*Mid-March

\*\*Mid-April

**ATTACHMENTS:**

- CSC Spring Occupancy and Income Report 030220-030820 (PDF)
- CSC Spring Occupancy Report 041320-041920 (PDF)
- PSC Spring Occupancy and Income Report 032020 (PDF)
- PSC Spring Occupancy Report 042020 (PDF)
- WSC Spring Occupancy and Income Report - as of 3-15-20 (PDF)
- WSC Spring Occupancy Report - as of 4-15-20 (PDF)

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: CHADRON STATE COLLEGE  
TERM: SPRING 2020

REPORT DATE: May 5, 2020  
FINAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
Residence Hall										
ANDREWS	304	284	153	144	-5.88%	50.70%	148	120	111	75.00%
BROOKS	110	84	0	0	0.00%	0.00%	40	0	0	0.00%
EDNA WING	94	94	46	42	-8.70%	44.68%	49	34	31	63.27%
EDNA WORK	92	92	51	43	-15.69%	46.74%	46	45	35	76.09%
HIGH RISE	400	422	239	222	-7.11%	52.61%	218	176	160	73.39%
KENT HALL	304	275	86	115	33.72%	41.82%	151	56	76	50.33%
EAGLE RIDGE	69	69	40	39	-2.50%	56.52%	69	40	39	56.52%
<b>SUBTOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>615</b>	<b>605</b>	<b>-1.63%</b>	<b>45.83%</b>	<b>721</b>	<b>471</b>	<b>452</b>	<b>62.69%</b>

	Apartment Available	Apartment Occupied Spring 2019	Apartment Occupied Spring 2020	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>615</b>	<b>-1.63%</b>	<b>45.83%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	1,373	69	1853-2756	2,330,048	800,282	34.35%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				20,000	3,404	17.02%
Other						
<b>TOTALS</b>				<b>\$2,350,048</b>	<b>\$803,686</b>	<b>34.20%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

\* Occupancy from week ending March 8th

Attachment: CSC Spring Occupancy and Income Report 030220-030820 (2746 : Spring Occupancy and

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: CHADRON STATE COLLEGE  
TERM: SPRING 2020

REPORT DATE: May 5, 2020  
FINAL REPORT

**OCCUPANCY**

Residence Hall	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
ANDREWS	304	284	153	28	-81.70%	9.86%	148	120	23	15.54%
BROOKS	110	84	0	0	0.00%	0.00%	40	0	0	0.00%
EDNA WING	94	94	46	18	-60.87%	19.15%	49	34	16	32.65%
EDNA WORK	92	92	51	17	-66.67%	18.48%	46	45	12	26.09%
HIGH RISE	400	422	239	33	-86.19%	7.82%	218	176	28	12.84%
KENT HALL	304	275	86	4	-95.35%	1.45%	151	56	4	2.65%
EAGLE RIDGE	69	69	40	8	-80.00%	11.59%	69	40	8	11.59%
<b>SUBTOTALS</b>	<b>1,373</b>	<b>1,320</b>	<b>615</b>	<b>108</b>	<b>-82.44%</b>	<b>8.18%</b>	<b>721</b>	<b>471</b>	<b>91</b>	<b>12.62%</b>

Family Housing	Apartments Available	Apartments Occupied Spring 2019	Apartments Occupied Spring 2020	Percent of Change	Percent Occupancy
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>615</b>	<b>-82.44%</b>	<b>8.18%</b>

\* Information from week ending April 19th

Attachment: CSC Spring Occupancy Report 041320-041920 (2746 : Spring Occupancy and Income

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: PERU STATE COLLEGE  
TERM: Spring 2020 (March)

REPORT DATE: June 16, 2020  
Final Report

**OCCUPANCY**

Residence Hall	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
ELIZA MORGAN	148	144	111	106	-4.50%	73.61%	88	60	57	64.77%
DELZELL	146	151	94	112	19.15%	74.17%	73	50	58	79.45%
CLAYBURN/MATHEWS	120	119	47	68	44.68%	57.14%	60	26	34	56.67%
DAVIDSON/PALMER	116	116	60	72	20.00%	62.07%	58	31	37	63.79%
NICHOLAS/PATE	24	60	51	47	-7.84%	78.33%	30	27	24	80.00%
<b>SUBTOTALS</b>	<b>554</b>	<b>590</b>	<b>363</b>	<b>405</b>	<b>11.57%</b>	<b>68.64%</b>	<b>309</b>	<b>194</b>	<b>210</b>	<b>67.96%</b>

Student Apartments	Apartment Available	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Occupancy
Oak Hill	10	36	26	25	-4%	69.44%
<b>Family Housing</b>	<b>Apartment Available</b>	<b>Apartment Occupied Spring 2019</b>	<b>Apartment Occupied Spring 2020</b>	<b>Percent of Change</b>	<b>Percent Occupancy</b>	
FACULTY	9	6	7	0	77.78%	
<b>TOTALS</b>	<b>554</b>	<b>609</b>	<b>405</b>	<b>438</b>	<b>1</b>	<b>71.92%</b>

**ACTUAL INCOME**

	Original Design	Present Use	Current Rates	Total Potential Income	Actual Income	Percent of Potential Income
Residence Halls *	554	405	2337-4080	\$1,191,636	\$970,887	81.48%
Student Apartments	10	10	1991-3490	\$71,676	\$51,766	72.22%
Faculty Apartments	9	9	3648-4776	\$37,956	\$30,012	79.07%
Summer, Guest Housing & Rentals					\$0	
Other					\$0	
<b>TOTALS</b>				<b>\$1,301,268</b>	<b>\$1,052,665</b>	<b>80.90%</b>

\* Residence Hall rental revenue is less waivers, refunds and receivables.



### REVENUE BOND FACILITIES OCCUPANCY AND INCOME REPORT

COLLEGE: PERU STATE COLLEGE  
TERM: Spring 2020 (April)

REPORT DATE: June 16, 2020  
Final Report

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
Residence Hall										
ELIZA MORGAN	148	144	111	1	-99.10%	0.69%	88	60	0.5	0.57%
DELZELL	146	151	94	0	-100.00%	0.00%	73	50	0	0.00%
CLAYBURN/MATHEWS	120	119	47	0	-100.00%	0.00%	60	26	0	0.00%
DAVIDSON/PALMER	116	116	60	0	-100.00%	0.00%	58	31	0	0.00%
NICHOLAS/PATE	24	60	51	0	-100.00%	0.00%	30	27	0	0.00%
<b>SUBTOTALS</b>	<b>554</b>	<b>590</b>	<b>363</b>	<b>1</b>	<b>-99.72%</b>	<b>0.17%</b>	<b>309</b>	<b>194</b>	<b>0.5</b>	<b>0.16%</b>

	Apartments Available	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Percent of Change	Percent Occupancy
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Student Apartments						
Oak Hill	10	36	26	17	-53%	47.22%

	Apartments Available	Apartments Occupied Spring 2019	Apartments Occupied Spring 2020	Percent of Percent of Change	Percent Occupancy	
Family Housing						
FACULTY	9	6	7	0	77.78%	
<b>TOTALS</b>	<b>554</b>	<b>609</b>	<b>405</b>	<b>34</b>	<b>0</b>	<b>5.58%</b>

Attachment: PSC Spring Occupancy Report 042020 (2746 : Spring Occupancy and Income Reports)

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: WAYNE STATE COLLEGE  
TERM: SPRING 2020 - As of March 15, 2020

REPORT DATE: JUNE 16, 2020  
FINAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
Residence Hall										
Anderson Hall	165	159	124	105	-15.32%	66.04%	66	62	56	84.85%
Berry Hall	328	306	168	215	27.98%	70.26%	159	122	147	92.45%
Bowen Hall	432	420	313	319	1.92%	75.95%	200	181	182	91.00%
Morey Hall	240	231	129	161	24.81%	69.70%	119	95	103	86.55%
Neihardt Hall	185	161	139	134	-3.60%	83.23%	91	85	82	90.11%
Pile Hall	142	139	111	118	6.31%	84.89%	75	70	71	94.67%
Terrace Hall	147	140	99	89	-10.10%	63.57%	74	72	65	87.84%
<b>SUBTOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,083</b>	<b>1,141</b>	<b>5.36%</b>	<b>73.33%</b>	<b>784</b>	<b>687</b>	<b>706</b>	<b>90.05%</b>

	Apartment Available	Apartment Occupied Spring 2019	Apartment Occupied Spring 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>1,083</b>	<b>1,141</b>	<b>5.36%</b>	<b>73.33%</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	\$3,030,693	\$2,009,803	66.31%
Student Apartments						
Family Housing						
Faculty Apartments						
Summer, Guest Housing & Rentals				\$0	\$0	NA
Other				\$18,296	\$18,296	100.00%
<b>TOTALS</b>				<b>\$3,048,989</b>	<b>\$2,028,099</b>	<b>66.52%</b>

\*Residence Hall rental revenue is less waivers, refunds and receivables. Amounts shown represent actual income collected.

Attachment: WSC Spring Occupancy and Income Report - as of 3-15-20 (2746 : Spring Occupancy and

**REVENUE BOND FACILITIES  
OCCUPANCY AND INCOME REPORT**

COLLEGE: WAYNE STATE COLLEGE  
TERM: SPRING 2020 - As of April 15, 2020

REPORT DATE: JUNE 18, 2019  
FINAL REPORT

**OCCUPANCY**

	Designed Bed Capacity	Actual Bed Capacity	Beds Occupied Spring 2019	Beds Occupied Spring 2020	Percent of Change	Percent Bed Occupancy	Available Room Capacity	Rooms Occupied Spring 2019	Rooms Occupied Spring 2020	Percent Room Occupancy
Residence Hall	165	159	124	11	-91.13%	6.92%	66	62	10	15.15%
Anderson Hall	328	306	168	15	-91.07%	4.90%	159	122	15	9.43%
Berry Hall	432	420	313	7	-97.76%	1.67%	200	181	7	3.50%
Morey Hall	240	231	129	8	-93.80%	3.46%	119	95	8	6.72%
Neihardt Hall	185	161	139	7	-94.96%	4.35%	91	85	7	7.69%
Pile Hall	142	139	111	14	-87.39%	10.07%	75	70	14	18.67%
Terrace Hall	147	140	99	14	-85.86%	10.00%	74	72	13	17.57%
<b>SUBTOTALS</b>	<b>1,639</b>	<b>1,556</b>	<b>1,083</b>	<b>76</b>	<b>-92.98%</b>	<b>4.88%</b>	<b>784</b>	<b>687</b>	<b>74</b>	<b>9.44%</b>

	Apartment Available	Apartment Occupied Spring 2019	Apartment Occupied Spring 2020	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>1,083</b>	<b>76</b>	<b>-92.98%</b>	<b>4.88%</b>

Attachment: WSC Spring Occupancy Report - as of 4-15-20 (2746 : Spring Occupancy and Income

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

### *INFORMATION ONLY:*      **Contracts and Change Orders for Informatoin**

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

#### Chadron State Contracts

- President's Office (consultant) -- \$35,000
- Athletics (sponsorship) -- \$2,500 cash annually for sponsorships, \$3,500 gift in kind TBD, \$1,400 for advertising on the back of all athletics tickets
- Athletics (athletic apparel) - estimated \$55,000
- Andrews Hall (elevator upgrade) -- \$276,000
- Admissions (online orientation) -- \$16,995
- Athletics (sponsorship) -- \$12,500

#### Chadron State Change Orders

- Andrews Hall (#1-elevator upgrade specs modified) -- \$0.00
- Math Science Additional & Renovation (MSAR) (#2-addition of professional services for design and construction of temporary lab spaces) -- \$62,535
- Stadium Project (#6-incorporating the fence return) -- \$2,802

#### Peru State Contracts

- Delzell Hall/Campus Services (ADA routes) -- \$472,400
- Campuswide (roof repair due to hail damage) -- \$1,708,961
- Centennial Complex (water remediation in Mathews 2) -- \$6,588
- Al Wheeler Activity Center (women's bowling consultant) - not to exceed \$1,833.20
- Al Wheeler Activity Center (women's bowling consultant) - not to exceed \$11,000
- Arts and Sciences Department (workshops and consultations for speech and theater classes) -- \$1,200
- Marketing (web hosting) -- \$65,500

#### Peru State Change Order

- Student Center (#3-change in payment) -- (\$45,346.89)

#### Wayne State Contracts

- U.S. Conn Library (provide geotechnical engineering study for the addition of a canopy structure over the south terrace/patio area) -- \$1,500
- Anderson Hall (complete repairs to multiple sink drain lines) -- \$26,870
- Benthack Hall (complete abatement process of building) -- \$42,870
- Student Center (complete abatement process of South Mechanical Room [SCLL 30]) - not to exceed \$2,150

- Student Center (air handling unit replacement in South Mechanical Room - Phase 2) -- \$310,900
- Benthack Hall (provide asbestos PCM air clearance services for building renovation project) -- \$1,500
- Peterson Fine Arts Building (development of 2-3 renderings of promotional materials and fundraising publications regarding building renovation and addition) -- \$3,000
- Memorial Stadium Press Box (replace roof drain line and do interior finishing repairs to Room ST404 and ST302 where this drain line runs) -- \$3,200
- U.S. Conn Library (construct terrace canopy) -- \$525,700
- West of Peterson Fine Arts Building (all required grading, poured in place concrete paving and sidewalks, retaining walls, and site lighting for new parking lot) -- \$482,910
- Student Center (investigate ongoing water leak on east side of Student Center Atrium skylights) - not to exceed \$2,500
- Student Center (make repairs to Student Center Atrium skylights) - not to exceed \$2,500
- Campuswide (comprehensive federal grants consulting) -- \$69,850

#### Wayne State Change Orders

- Criminal Justice Crime Scene Investigation Facility (#1-monitoring module not needed for file panel) - (\$215)
- Campuswide (#1-law enforcement services to be suspended March 16-May 8, 2020 due to traffic reduction and other activities on campus due to COVID-19) - (\$5,095)
- Brandenburg Education Building (#1-additional hours needed to prepare Specifications book) -- \$950
- Indoor Athletic Complex (aka Natatorium) (#1-change door type and signage/convert corridor to storage/revised guardrail/relocate electrical panel/modify ceiling height/reuse supply grilles) -- \$12,910
- Indoor Athletic Complex (aka Natatorium) (#1-added design services associated with structural repairs due to construction damage) -- \$982.50
- U.S. Conn Library (#1-changes to welds for the steel structure of terrace canopy) (\$25,900)
- U.S. Conn Library (#1-added design services associated with adding electrical outlets and lighting to canopy project) -- \$3,020
- Student Center (#1-removal of construction administration services from Student Center Atrium skylight project - (\$2,956)
- WSC Student Health Clinic (#1-addition of verbiage indicating that any fees beyond the limit in the initial Agreement will require and Addendum to the Agreement) -- \$0.00

#### NSCS Contracts

- Nebraska State College System Office and Colleges (lobbyist services) -- \$41,547
- Nebraska State College System Office and Colleges (employee assistance program) -- \$24.70 per employee per year
- Nebraska State College System Office and Colleges (risk assessment training) -- \$9,000

- Nebraska State College System Office (managed IT services) -- \$1,120 onboarding fee plus \$1,120 monthly fee
- Nebraska State College System Office (IQM2 subscription) -- \$7,977.02 for 2020-2021; \$8,182.34 for 2021-2022

#### NSCS Change Order

- Nebraska State College System Office (#3 - data dashboards prep and maintenance) - \$9,000
- Nebraska State College System and Colleges (#1 - amendment to Agreement for additional three (3) years) -- \$9,834 for year 1; \$10,129 for year 2 and \$10,433 for year 3

#### **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:	President’s Office Consultant \$35,000. Cash EAB Global, Inc.
Location on Campus: Contracted Work: Contract Amount:  Fund Source: Contractor:	Athletics Sponsorship \$2,500 cash annually for sponsorships, \$3,500 gift in kind TBD, \$1,400 for advertising on the back of all athletics tickets Cash Chadron Eating Ventures LLC dba Runza Restaurant
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Athletics Athletic Apparel Estimated \$55,000. Cash Lou’s Sporting Goods & Adidas Apparel Agreement
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Andrews Hall Elevator Upgrade \$276,000. Contingency Maintenance Fuller Construction
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Admissions Online Orientation \$16,995. Cash Innovative Educators
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Athletics Sponsorship \$12,500 Cash Mountain States Ford Dealers Advertising Association

**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:	Andrews Hall #1 Elevator Upgrade No Dollar Change, Specs modified Contingency Maintenance Fuller Construction
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Math Science Addition & Renovation (MSAR) #2 Addition of Professional Services for design and construction of temporary lab spaces \$62,535. Bond BVH
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	CSC Stadium Project #6 Incorporating the fence return \$2,802. Cash AP Mountain

Attachment: CSC Contracts and Change Orders for Information (2747 : 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.

Peru State College	
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Delzell Hall/Campus Services ADA Routes 472,400.00 LB309/Cash Funds Genesis Contracting Group, LLC
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Campus Wide Roof Repair due to Hail Damage 1,708,961.00 LB309, Insurance, Cash Funds McKinnis Roofing & Sheet Metal
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Centennial Complex Water Remediation Mathews 2 6,588.00 CMR 4/20/18, Line 5 Thrasher Foundation Repair
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Al Wheeler Activity Center Women’s Bowling Consultant NTE 1,833.20 Cash Funds Skip Wilson
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Al Wheeler Activity Center Women’s Bowling Consultant NTE 11,000.00 Cash Funds Skip Wilson
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Arts and Sciences Department Workshops and consultations for speech and theater classes 1,200.00 Cash Funds Angela Horchem
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Marketing Web Hosting 65,500.00 Cash Funds OmniUpdate

**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:	Student Center #3 - Change in payment (45,346.89) monthly payment Revenue Funds Fresh Ideas Management, LLC

## 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.

Wayne State College	
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	U.S. Conn Library Provide geotechnical engineering study for the addition of a canopy structure over the south terrace/patio area \$1,500.00 Wayne State Foundation Mid-State Engineering & Testing, Inc., Columbus, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Anderson Hall Complete repairs to multiple sink drain lines \$26,870.00 Contingency Maintenance Korth Construction Company, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Benthack Hall Complete abatement process of building \$42,870.00 Cash: Benthack Hall Renovation Project Jamco Abatement Services, Inc., Waterloo, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Complete abatement process of South Mechanical Room (SCLL 30) Not to exceed \$2,150.00 Contingency Maintenance Environmental Services, Inc., Norfolk, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	Student Center Air handling unit replacement in South Mechanical Room – Phase 2 \$310,900.00 Contingency Maintenance Tessier’s, Inc., Sioux Falls, SD
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Benthack Hall Provide asbestos PCM air clearance services for building renovation project \$1,500.00 Cash: Benthack Hall Renovation Project Terracon Consultants, Inc., Omaha, NE
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Peterson Fine Arts Building Development of 2-3 renderings of promotional materials and fundraising publications regarding building renovation & addition \$3,000.00 Cash Jackson-Jackson & Associates, Omaha, NE
Location on Campus: Contracted Work:  Contract Amount: Fund Source: Contractor:	Memorial Stadium Press Box Replace roof drain line and do interior finishing repairs to Room ST404 & ST3_02 where this drain line runs \$3,200.00 Cash: Press Box Korth Construction Company, Wayne, NE
Location on Campus: Contracted Work: Contract Amount: Fund Source: Contractor:	U.S. Conn Library Construct terrace canopy \$525,700.00 Wayne State Foundation L & L Builders Co., Sioux City, IA

Location on Campus: Contracted Work:	West of Peterson Fine Arts Building All required grading, poured in place concrete paving & sidewalks, retaining walls, & site lighting for new parking lot
Contract Amount: Fund Source: Contractor:	\$482,910.00 Capital Improvement Fees OCC Builders, LLC, Wayne, NE
Location on Campus: Contracted Work:	Student Center Investigate ongoing water leak on east side of Student Center Atrium skylights
Contract Amount: Fund Source: Contractor:	Not to exceed \$2,500.00 Contingency Maintenance Binswanger Glass, Inc., Norfolk, NE
Location on Campus: Contracted Work:	Student Center Make repairs to Student Center Atrium skylights
Contract Amount: Fund Source: Contractor:	Not to exceed \$2,500.00 Contingency Maintenance McKinnis Roofing & Sheet Metal, Norfolk, NE
Location on Campus: Contracted Work:	Campuswide Comprehensive federal grants consulting
Contract Amount: Fund Source: Contractor:	\$69,850.00 Cash McAllister & Quinn, Washington DC

**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>Wayne State College</b>	
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Criminal Justice Crime Scene Investigation Facility #1 – Monitoring module not needed for fire panel (\$215.00) Cash/Capital Improvement Fees Electronic Systems, Inc., Hastings, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Campuswide #1 – Law enforcement services to be suspended March 16-May 8, 2020 due to traffic reduction & other activities on campus due to COVID-19 (\$5,095.00) Cash City of Wayne, Wayne, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Brandenburg Education Building #1 – Additional hours needed to prepare Specifications book \$950.00 LB 309 Kenneth D. Lathrum & Associates, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Indoor Athletic Complex (aka: Natatorium) #1 – Change door type and signage/convert corridor to storage/revise guardrail/relocate electrical panel/modify ceiling height/reuse supply grilles \$12,910.00 Contingency Maintenance/Wayne State Foundation/Sports Facility Cash Funds OCC Builders, LLC, Wayne, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Indoor Athletic Complex (aka: Natatorium) #1 – Added design services associated with structural repairs due to construction damage \$982.50 Contingency Maintenance/Wayne State Foundation/Sports Facility Cash Funds Jackson-Jackson & Associates, Omaha, NE

Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	U.S. Conn Library #1 – Changes to welds for the steel structure of terrace canopy (\$25,900.00) Wayne State Foundation L & L Builders Co., Sioux City, IA
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	U.S. Conn Library #1 – Added design services associated with adding electrical outlets and lighting to canopy project \$3,020.00 Wayne State Foundation Jackson-Jackson & Associates, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	Student Center #1 – Removal of construction administration services from Student Center Atrium skylight project (\$2,956.00) Contingency Maintenance Jackson-Jackson & Associates, Omaha, NE
Location on Campus: No. & Description: Change Order Amount: Fund Source: Contractor:	WSC Student Health Clinic #1 – Addition of verbiage indicating that any fees beyond the limit in the initial Agreement will require an Addendum to the Agreement \$0.00 Cash Faith Regional Physician Services, LLC, Norfolk, NE

## 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.

Nebraska State College System	
Location on Campus:	Nebraska State College System Office and Colleges
Contracted Work:	Lobbyist Services
Contract Amount:	\$41,547
Fund Source:	Cash
Contractor:	Nowka & Edwards, Lincoln, NE
Location on Campus:	Nebraska State College System Office and Colleges
Contracted Work:	Employee Assistance Program
Contract Amount:	\$24.70 per employee per year
Fund Source:	Cash
Contractor:	Continuum Employee Assistance, Training, Consulting, Lincoln, NE
Location on Campus:	Nebraska State College System Office and Colleges
Contracted Work:	Risk Assessment Training
Contract Amount:	\$9,000
Fund Source:	Cash
Contractor:	The NCHERM Group, LLC, King of Prussia, PA
Location on Campus:	Nebraska State College System Office
Contracted Work:	Managed IT Services
Contract Amount:	\$1,120 Onboarding fee + \$1,120 monthly fee
Fund Source:	Cash
Contractor:	DataVizion, Lincoln, NE
Location on Campus:	Nebraska State College System Office
Contracted Work:	IQM2 Subscription
Contract Amount:	\$7,977.02 for 2020-2021; \$8,182.34 for 2021-2022
Fund Source:	Cash
Contractor:	Granicus

**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.

Nebraska State College System	
Location on Campus:	Nebraska State College System Office
No. & Description:	#3 – Data Dashboard Prep and Maintenance
Change Order Amount:	\$9,000
Fund Source:	Cash
Contractor:	Hand County Research Company, LLC
Location on Campus:	Nebraska State College System and Colleges
No. & Description:	#1—Amendment to Agreement for Additional Three (3) Years
Change Order Amount:	\$9,834 for year 1; \$10,129 for year 2 and \$10,433 for year 3
Fund Source:	Cash
Contractor:	Parchment LLC, Scottsdale, AZ

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

### **INFORMATION ONLY: Grant Applications and Awards**

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 Awards

- Small Business Administration NBDC (U.S. Small Business Administration) -- \$23,000
- Higher Education Emergency Relief Funds - CARES Act Student Funds (U.S. Department of Education) -- \$540,638
- Higher Education Emergency Relief Funds - CARES Act Institutional Funds (U.S. Department of Education) -- \$540,638

#### Peru State Awards

- Higher Education Emergency Relief Funds - CARES Act Student Funds (U.S. Department of Education) - \$413,672
- Higher Education Emergency Relief Funds - CARES Act Institutional Funds (U.S. Department of Education) -- \$413,672

#### Wayne State Applications

- Higher Education Emergency Relief Funds - CARES Act Institutional Funds (U.S. Department of Education) -- \$1,260,779
- Higher Education Emergency Relief Funds - Strengthening Institutions Program (U.S. Department of Education) -- \$123,516

#### Wayne State Awards

- Higher Education Emergency Relief Funds - CARES Act Student Funds (U.S. Department of Education) -- \$1,260,780
- Nebraska Business Development Center (U.S. Small Business Administration) -- \$73,000
- Nebraska EPSCoR Undergraduate Research Experience (National Science Foundation Infrastructure Grant) -- \$4,605
- John G. Neihardt Conference - *Youth Remembered, 1881-1901* (Humanities Nebraska) -- \$1,900
- Northeast Nebraska Growing Together Cooperative Education Scholarship Program (Aksarben Foundation) -- \$360,000

### **ATTACHMENTS:**

- CSC Grant Award-NBDC (PDF)

- CSC Grant Award - HEERF CARES Students (PDF)
- CSC Grant Award - HEERF CARES Institutional (PDF)
- PSC Grant Award - CARES Act Student Grants (PDF)
- PSC Grant Award - CARES Act Institutional (PDF)
- WSC Grant Application Higher Ed Emergency Relief Fund Institution (PDF)
- WSC Grant Application - Higher Ed Emergency Relief Fund Strengthening Institution (PDF)
- WSC Grant Award-Higher Ed Emergency Relief Fund (PDF)
- WSC Grant Award-NBDC (PDF)
- WSC Grant Award-EPSCoR (PDF)
- WSC Grant Award-Humanities Nebraska (PDF)
- WSC Grant Award-Aksarben (PDF)

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Chadron State College		Date: June 16, 2020
Notice of Intent	Application: X	Accept Award: X
Name of Program: Small Business Administration NBDC		
Funding Source: U.S. Small Business Administration 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:	Amount Awarded: \$23,000.00	Funding Period: 1/1/20 to 12/31/20 Please indicate specific dates for the grant.
Closing Date for Application Submission: December 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: 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.): \$16,606.00 of salary		
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: .5
How many of these are new positions?		New FTE: 0
Briefly describe the purpose(s) of this application/award: This award is for funding to continue the operation of a regional center of the Nebraska Business Development Center at Chadron State College. It provides partial funding for the .5 office assistant position and one graduate assistant including fringe benefits.		
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 program and funding period show no differences from prior years. The amount granted is the same as last year.		
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. Gary Dusek and Jennifer Wittrock		
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: June 16, 2020
Notice of Intent	Application: X	Accept Award: X
Name of Program: Emergency Financial Aid Grants to Students/HEERF/CARES		
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: University of Nebraska at Omaha		
Amount Requested:	Amount Awarded: \$540,638	Funding Period: 5/6/20 to 5/5/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: ASAP		
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.): \$16,606.00 of salary		
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: 0
Briefly describe the purpose(s) of this application/award: This award is for funding to provide emergency financial aid to students affected by the COVID-19 pandemic.		
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: The program and funding period show no differences from prior years. The amount granted is the same as last year.		
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		
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: June 16, 2020
Notice of Intent	Application: X	Accept Award: X
Name of Program: HEERF/CARES Institutional portion		
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: University of Nebraska at Omaha		
Amount Requested:	Amount Awarded: \$540,638	Funding Period: 5/12/20 to 5/11/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: ASAP		
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.): \$16,606.00 of salary		
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: 0
Briefly describe the purpose(s) of this application/award: This award is for funding to provide emergency financial aid to students affected by the COVID-19 pandemic.		
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: The program and funding period show no differences from prior years. The amount granted is the same as last year.		
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		
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: Peru State College		Date: June 16, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: CARES Act Student Grants		
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: \$413,672	Amount Awarded: \$413,672	Funding Period: 05/05/2020 – 05/04/2021 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?		Date Approved/Reviewed: No
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	
How many of these are new positions?	New FTE: 0	
Briefly describe the purpose(s) of this application/award: This grant will provide funding to students impacted by COVID-19.		
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: VP Debbie A. White		
Administrator responsible for approving the application: President Dan Hanson		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Peru State College		Date: June 16, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: CARES Act Institutional Grants		
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: \$413,672	Amount Awarded: \$413,672	Funding Period: 05/20/2020 – 05/19/2021 Please indicate specific dates for the grant.
Closing Date for Application Submission: 08/01/2020		
When reporting Grant Award-- Has Grant Application been approved/reviewed by the Board?		Date Approved/Reviewed: No
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
How many of these are new positions?		New FTE: 0
Briefly describe the purpose(s) of this application/award: This grant will provide funding to reimburse the College for room and board refunds processed to students Spring 2020 due to COVID-19.		
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: VP Debbie A. White		
Administrator responsible for approving the application: President Dan Hanson		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: June 16, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: Higher Education Emergency Relief Fund – IHE/Institution		
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:\$1,260,779.00	Amount Awarded:	Funding Period: 5/27/20-5/27/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: September 30, 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:	No: X
How many FTE positions will the grant fund?	FTE: 0.00	
How many of these are new positions?	New FTE: 0.00	
Briefly describe the purpose(s) of this application/award: This proposal would provide Wayne State College with funding, under the CARES Act, to reimburse itself for costs related to refunds made to students for housing and food service and other covid related expenses resulting from the disruption of campus operations due to the coronavirus.		
Is this grant a continuation of a previous/existing grant?	Yes:	No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: While not a continuation, this is the second part of the Higher Education Emergency Relief Funds; the first half was requested for emergency financial aid grants to students.		
Has this grant application been previously denied?	Yes:	No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Ms. Angela Fredrickson, Vice President Administration & Finance		
Administrator responsible for approving the application: Dr. Marysz P. Rames, President Wayne State College		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: June 16, 2020
Notice of Intent	Application: X	Accept Award:
Name of Program: Higher Education Emergency Relief Fund – Strengthening Institutions Program (SIP)		
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:\$123,516.00	Amount Awarded:	Funding Period: 5/27/20-5/27/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: August 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:      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: 0.00
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This proposal requests funds Wayne State College is eligible for under the Strengthening Institutions Program (SIP). These funds may be used to provide financial aid grants to students for expenses related to any component of the students' cost of attendance.		
Is this grant a continuation of a previous/existing grant?		Yes:      No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes:      No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Ms. Angela Fredrickson, Vice President Administration & Finance		
Administrator responsible for approving the application: Dr. Marysz P. Rames, President Wayne State College		

## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: June 16, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Higher Education Emergency Relief Fund - IHEs		
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:\$1,260,780.00	Amount Awarded: \$1,260,780.00	Funding Period: 4/28/20-4/27/21 Please indicate specific dates for the grant.
Closing Date for Application Submission: September 30, 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: X
How many FTE positions will the grant fund?		FTE: 0.00
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This grant provides Wayne State College with funding to award emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus under the CARES Act.		
Is this grant a continuation of a previous/existing grant?		Yes:      No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program:		
Has this grant application been previously denied?		Yes:      No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Ms. Angela Fredrickson, Vice President Administration & Finance		
Administrator responsible for approving the application: Dr. Marysz P. Rames, President Wayne State College		

College: Wayne State College		Date: June 16, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Nebraska Business Development Center		
Funding Source: U.S. Small Business Administration 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: \$73,000	Amount Awarded: \$73,000	Funding Period: 01/01/20-12/31/20 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? 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: X    No:
If yes, indicate dollar amount and specific uses of funds (i.e., salaries, honorariums, travel, office supplies, phone, postage, space rental, equipment, etc.): Matching funds of \$20,750 includes a portion of salary and benefits of the director as well as communications, supplies and travel expenses.		
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 College's indirect cost rate with the U.S. Small Business Administration.		
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: 0.91
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This sub agreement with the University of Nebraska-Omaha provides funding to continue the operation of a regional center of the Nebraska Business Development Center at Wayne State College. The award provides partial funding for salary and benefit costs of the director.		
Is this grant a continuation of a previous/existing grant?		Yes:    No: X
If a continuation grant, describe the previous grant in terms of amount, funding period, and any differences in program: While not technically a continuation, this subcontract continues to fund the Nebraska Business Development Center at Wayne as it has for a number of years.		
Has this grant application been previously denied?		Yes:    No: X
If yes, please state the reason:		
Person responsible for the preparation of the application: Mr. Loren Kucera, Director of Nebraska Business Development Center		
Administrator responsible for approving the application: Ms. Angie Fredrickson, Vice President, Administration and Finance		

Attachment: WSC Grant Award-NBDC (2748 : Grant Applications and Awards)



## NOTICE OF INTENT TO APPLY FOR, OR TO ACCEPT, AWARDS OF NON-STATE CONTRACTS OR GRANTS

College: Wayne State College		Date: June 16, 2020
Notice of Intent	Application:	Accept Award: X
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: \$4,605	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? Yes		Date Approved/Reviewed: 04/23/2020
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: 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 award will pay 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: June 16, 2020
Notice of Intent	Application:	Accept Award: X
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: \$1,900	Funding Period: 4/30/2020-10/22/2020 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? Yes		Date Approved/Reviewed: 04/23/2020
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: 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 award funds 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. This award provides funding for 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: June 16, 2020
Notice of Intent	Application:	Accept Award: X
Name of Program: Northeast Nebraska Growing Together Cooperative Education Scholarship Program		
Funding Source: Aksarben 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: \$360,000	Amount Awarded \$360,000	Funding Period: May 1, 2020-November 30, 2023 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? 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: 0.00
How many of these are new positions?		New FTE: 0.00
Briefly describe the purpose(s) of this application/award: This award will provide funding to support the Northeast Nebraska Growing Together Cooperative Education Scholarship program at Wayne State College, a program to support workforce and economic development in Northeast Nebraska in which students will participate in a community of learners at Wayne State where they will receive a prescribed and accelerated curriculum that will arm them with the knowledge as well as the soft skills to work in a business during their senior year. The grant will be used to fund the scholarship program.		
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. Marysz Rames, President		
Administrator responsible for approving the application: Ms. Angie Fredrickson, Vice President Administration & Finance		

Attachment: WSC Grant Award-Aksarben (2748 : Grant Applications and Awards)

## CHANCELLOR INFORMATIONAL ITEMS

June 16, 2020

**INFORMATION ONLY: Chancellor's Travel**

In accordance with NSCS policy, the Chancellor traveled on:

Date	Total Days of Travel	Destination	Description	Expenses Reimbursed
05/13/2020	1	Wayne	Campus Meetings	TBD
05/21/2020	1	Peru	Campus Meetings	TBD
5/27-29/2020	3	Chadron	Campus Meetings	TBD

Anticipated future travel plans by the Chancellor:

The Chancellor has limited travel planned at this time due to the COVID-19 pandemic.

Date	Total Days of Travel	Destination	Description
06/03/2020	1	Peru	Campus Meetings

As of 06/2/2020

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