



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.

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

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

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
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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 3rd 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 3rd 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 3rd 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 - 4th 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 3rd 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 25th Annual Dr. Seuss Day, 36th Annual History Day competition and the 47th 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

Paul Turman, Chancellor