



# Nebraska State College System

CHADRON | PERU | WAYNE

## Executive Session - June 17, 2021

### Call to Order - Executive Session

The meeting was called to order at 8:00 AM by Chair Bieganski.

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

- Litigation
- Personnel matters

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

- Litigation
- Personnel matters

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

The Board went into executive session at 8:00 AM. The Board reconvened the open meeting at 10:56 AM.

### Adjournment - Executive Session

There being no further business, the meeting was adjourned by Chair Bieganski at 10:55 AM.

## June 17, 2021

### Call to Order

The meeting was called to order at 2:15 PM 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	Absent	
Jess Zeiss	Vice Chairman	Present	
Marjean Terrell	Trustee	Present	

#### Approval of Meeting Agenda

A motion was made by Trustee Engles and seconded by Trustee Peterson to approve the Meeting Agenda with the elimination of Item 2.13 Contract with Grand Island Chamber of Commerce for Wayne State. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

#### Public Comments

No public comment was given.

#### Minutes Approval

Board of Trustees of the Nebraska State Colleges - Regular Meeting - Mar 17, 2021 9:00 AM

Board of Trustees of the Nebraska State Colleges - Special Meeting - Mar 24, 2021 9:00 AM

A motion was made by Trustee Chaney and seconded by Trustee Peterson to approve the minutes of the March 17, 2021 and March 24, 2021 meetings. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

#### 1 Items for Consent Agenda

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

**ABSENT:** Matt Blomstedt

##### 1.1 Approve Acceptance of Employee Salary Recommendations (AP)

The Chancellor and each President have submitted salary recommendations for the 2021-22 fiscal year. In addition, Board Policy 5405 calls for the employer contribution to the retirement plan to remain at 8.0% for FY 2021-22.

- 1.2 Approve Board Meeting Schedule for 2021-2022 (AP)

**2021-2022 Proposed Board Meeting Schedule**  
(Five Meetings Per Year Plus a Retreat)

**SEPTEMBER BOARD OF TRUSTEES MEETING-CHADRON** September 9, 2021  
Thursday

**NOVEMBER BOARD OF TRUSTEES MEETING-WAYNE** November 11, 2021  
Thursday

**JANUARY BOARD OF TRUSTEES MEETING-LINCOLN** January 11, 2022  
Tuesday

**APRIL BOARD OF TRUSTEES MEETING-PERU** April 20-21, 2022  
Wednesday-Thursday

**JUNE BOARD OF TRUSTEES MEETING-LINCOLN** June 16, 2022  
Thursday

**JULY BOARD OF TRUSTEES RETREAT-NEBRASKA CITY** July 28-29, 2022  
Thursday-Friday

- 1.3 Approve Emeritus Status for Dr. Beth Wentworth (AP)

- 1.4 Approve Emeritus Status for Dr. Michael Marek (AP)

- 1.5 Approve Depositories and Signatories (FFA)

- 1.6 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 \$35,000 for two hydrant replacements near Math Science Building |         |              |
| Allocation Date/Amount  | 3/31/21 | \$35,000.00  |
| College Contribution  |         | <u>00.00</u> |
| Estimated Project Cost  |         | \$35,000.00  |

**Peru State**

1. Allocation of \$32,000 for new LED lights in Hoyt Science Building  
Allocation Date/Amount 5/5/21 \$32,000.00  
College Contribution 00.00  
Estimated Project Cost \$32,000.00
  
2. Allocation of \$60,000 for chiller replacement in Hoyt Science Building  
Allocation Date/Amount 10/28/20 \$60,000.00  
College Contribution 00.00  
Estimated Project Cost \$60,000.00

**Items for Discussion and Action**

**2. Academic and Personnel**

- 2.1 First Round Approval of Revisions to Board Policy 4220; Assessment; Policy and Procedures

The revisions to Board Policy 4220 include the removal of reporting requirements, as this type of reporting currently doesn't occur at the System level. Some minor edits were made throughout the policy to provide additional examples of assessments and to strengthen focus on continuous improvement. Number five (5) related to online student identity was removed, since this requirement is already addressed in Board Policy 4730.

A motion to approve the First Round Approval of Revisions to Board Policy 4220; Assessment; Policy and Procedures was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

- 2.2 First Round Approval of Revisions to Board Policy 4730; Delivery of Distance Education Courses

The revisions to Board Policy 4730 include the removal of reporting requirements, as information related to distance education is already embedded in Instructional Load and Enrollment reports. The Higher Learning Commission (HLC) definition of distance education was added, as well as definitions for the various modalities that align with distance education. The standards and conditions were updated to include language related to the design and delivery of courses offered via distance education and expectations for faculty instructional effectiveness. Language was also modified related to student identity verification to reference the federal policy currently in effect.

A motion to approve the First Round Approval of Revisions to Board Policy 4730; Delivery of Distance Education Courses was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.3 Approve Chancellor and Presidents' Contract Extensions and Salaries

The Chancellor and Presidents' contracts will be extended until June 30, 2023. Recommended salaries for 2021-22 are as follows:

	<b>Salary</b>	<b>Housing</b>
Paul Turman, NSCS Chancellor	\$289,342	--
Randy Rhine, Chadron State College President	\$240,000	House included
Michael Evans, Peru State College President	\$240,000	House included
Marysz Rames, Wayne State College President	\$245,000	\$35,849

A salary review of the College Presidents and housing analysis was provided to the Board and were a part of the agenda item. The salary adjustments keep wage disparity gaps to a minimum between the NSCS and its peers. The housing adjustment calculation addresses the issue of housing provided at two (2) of the three (3) institutions.

A motion to approve the Chancellor and Presidents' Contract Extensions and Salaries was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.4 Approve Resolution to Temporarily Allow Increase for Dependant Care Contributions to Employee Flex Spending Accounts

The NSCS would like to increase the dependent care maximum per the recent stimulus relief bill that was recently passed (American Rescue Plan Act of 2021). The dependent care maximum has increased from \$5,000 to \$10,500.

The approval of this resolution will allow for that increase to be incorporated into the Employee Flex Spending Accounts.

A motion to approve the Resolution to Temporarily Allow Increase for Dependant Care Contributions to Employee Flex Spending Accounts was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.5 Approve Temporary Custodial Services Contract for Peru State College

Peru State respectfully requests approval of the Temporary Custodial Services contract. The College published a request for proposal on November 13, 2020 and due to a lack of response, reissued again on January 27, 2021 to solicit sealed proposals from experienced firms to establish a one (1) year contract through competitive negotiations for providing temporary custodial services.

Trustee Terrell inquired about the intent to return to hiring full-time custodial positions considering the salary increases approved for the NAPE employees during the most recent round of negotiations. She noted that having these positions filled by System employees helps the colleges and further supports the local and rural economies that all three State Colleges impact. Trustee Chaney added that custodians continue to serve an essential function to the campus community and have the potential to impact student retention and graduation rates positively. He further commented on the importance of providing these personnel with benefits packages that they may not have access to through a temporary contract service provider.

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

**ABSENT:** Matt Blomstedt

2.6 Approve Minors in Forensic Chemistry and Ethnic and Diversity Studies for Peru State College

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 minors, beginning Fall 2021.

- Forensic Chemistry Minor
- Ethnic and Diversity Studies Minor

A motion to approve the Minors in Forensic Chemistry and Ethnic and Diversity Studies for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.7 Approve STEP Agreement for Columbus Public Schools with Wayne State College

Per Board Policy 7015, which requires Board action for approval of academic agreements, Wayne State requests approval of the Students to Teachers through Educator Pathways (STEP) Partnership Agreement with Columbus Public Schools. This unique pathway 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 skillsets to their pedagogical repertoire to better serve future students and schools.

A motion to approve the STEP Agreement for Columbus Public Schools with Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.8 Approve Health Services Agreement with Faith Regional Physician Services LLC for Wayne State College

Wayne State requests approval to enter into a health services Agreement with Faith Regional Physician Services for 2021-22. This Agreement will provide similar services as the 2020-21 Agreement.

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

**ABSENT:** Matt Blomstedt

2.9 Approve Addition of Minor in Creative Writing and Termination of Minor in Anthropology for Wayne State College

Per Board Policy 4200, which requires all academic program additions and terminations to be submitted to the Board for approval, Wayne State seeks approval to add the Creative Writing minor and terminate the Anthropology minor, beginning Fall 2021.

A motion to approve the Addition of a Minor in Creative Writing and Termination of the Minor in Anthropology for Wayne State College was recommended by the

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

**ABSENT:** Matt Blomstedt

2.10 Approve Addition of Undergraduate Concentrations in Digital Film Production Theory, Sports Media, and Supply Chain Management 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 undergraduate concentrations, beginning Fall 2021:

- Major in Mass Communication - Digital Film Production and Theory concentration
- Major in Mass Communication - Sports Media concentration
- Major in Business Administration - Supply Chain Management concentration

A motion to approve the Addition of Undergraduate Concentrations in Digital Film Production Theory, Sports Media, and Supply Chain Management for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.11 Approve Addition of Graduate Focus Areas in Supply Chain Management and Human Resources Management 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 Areas in the Master of Business Administration (MBA) program, beginning Fall 2021:

- Master of Business Administration - Supply Chain Management focus area
- Master of Business Administration - Human Resources Management focus area

A motion to approve the Addition of Graduate Focus Areas in Supply Chain Management and Human Resources Management for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

2.12 Approve Addition of Graduate Focus Area in Special Education Supervision and Termination of Graduate Focus Area in Special Education Supervisor for Wayne State College

Per Board Policy 4200, which requires all academic program additions



and terminations to be submitted to the Board for approval, Wayne State seeks approval to add the Special Education Supervision Focus Area in the Master of Science in Education (MSE) in School Administration/Educational Leadership program, beginning Fall 2021, in conjunction with the termination of the Special Education Supervisor Focus Area in the MSE in Special Education program.

A motion to approve the Addition of a Graduate Focus Area in Special Education Supervision and Termination of the Graduate Focus Area in Special Education Supervisor for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

- 2.13 Approve Contract with Grand Island Chamber of Commerce for Grow Grand Island Initiative for Wayne State College was withdrawn from the agenda.

- 2.14 Approve Northeast Community College AAS Memorandum of Agreement with Wayne State College

Per Board Policy 7015, which requires Board action for approval of academic agreements, Wayne State requests approval of the Memorandum of Agreement with Northeast Community College. This Agreement is designed to provide transfer pathways for industry-ready graduates of Northeast's AAS programs to transfer credits seamlessly to WSC to further their education for employment potential and advancement in their chosen profession.

A motion to approve the Northeast Community College AAS Memorandum of Agreement with Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Engles, Peterson, Zeiss, and Terrell.

**ABSTAIN:** John Chaney

**ABSENT:** Matt Blomstedt

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

- 3.1 First and Final Round Approval of Revisions to Board Policy 2550; Nebraska State College System Organizational Chart, 3020; Grievance Policy & Procedures For Sexual Harassment & Sex Discrimination, 3100; Conduct & Discipline; Students, 3200; Due Process -- Students, 3210; Grievance Procedures - Students, 3300; Student Organizations; Conduct & Discipline, and 3650; Student Records

The Board Policies are being revised to incorporate the changes for the Student Affairs reorganization at Chadron State. The changes

allow for the Presidents to designate either the Vice President or Dean responsible for Student Affairs to roles previously assigned solely to the Vice President. In those instances in policy requiring the individual be a Vice President, the President is permitted to designate either the Vice President responsible for Student Affairs or an equivalent administrator. Additionally, Board Policy 2550 is revised to designate the Dean of Student Affairs rather than the Vice President for Enrollment Management and Student Services as Chadron State's representative on the Council of Student Affairs, Marketing & Enrollment Officers.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 2550; Nebraska State College System Organizational Chart, 3020; Grievance Policy & Procedures For Sexual Harassment & Sex Discrimination, 3100; Conduct & Discipline; Students, 3200; Due Process -- Students, 3210; Grievance Procedures - Students, 3300; Student Organizations; Conduct & Discipline, and 3650; Student Records was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

### 3.2 Approve New Athletics Program at Chadron State College

Board Policy 3710 Athletic: Program Guidelines establishes that "Any sports added to the athletic program, which are not now existing, require Board approval." Pursuant to this policy Chadron State College is requesting Board approval to add Women's Wrestling to the list of current varsity sports beginning with the 2021-22 season. Participation in women's wrestling is growing rapidly nationally and within CSC's recruiting region. Women's wrestling allows CSC to continue its progress in addressing gender equity issues in athletics though the third prong of the OCR test. The addition of women's wrestling is expected to enhance student enrollment by 30-35 students by 2023. Women's wrestling fits well with their current men's program.

A motion to approve the New Athletics Program at Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

### 3.3 Approve Customer Relationship Management Software and Implementation Contract for Peru State College

Board Policy 7015 requires that all contracts in excess of fifty thousand (\$50,000) be approved by the Board. In accordance with this policy, Peru State is requesting approval to enter into a contract for customer relationship management software and implementation in an annual amount not to exceed \$120,000.

The College published a request for proposal on December 22, 2020 to solicit sealed proposals from experienced firms to establish a three (3) year contract with up to two (2) additional one-year terms through competitive negotiation for providing customer relationship management software and implementation.

The contract will run from July 1, 2021 to June 30, 2024 with the option to extend for two (2) additional one-year terms through June 30, 2026.

A motion to approve the Customer Relationship Management Software and Implementation Contract for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

3.4 Approve Clark Creative Group Contract for Wayne State College

Board Policy 7015 requires that all contracts in excess of fifty thousand dollars (\$50,000) be approved by the Board. In accordance with this policy, Wayne State is requesting approval to enter into a Contract for Services with Clark Creative Group for radio, television, and digital advertising placement and monitoring services in the amount of \$355,000.

A motion to approve the Clark Creative Group Contract for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

3.5 Approve Contract with Skyfactor for Student Affairs Assessment for the Nebraska State Colleges

Board Policy 7015 requires that contracts for information technology products and services in excess of fifty thousand dollars (\$50,000) be approved by the Board. The Colleges request approval to enter into a contract with Skyfactor for a license to use its student affairs assessment suite.

A formal bid or Request for Proposal (RFP) process is not required for such contracts consistent with Board Policy 7010 which establishes approved exceptions to the bidding process including software licensing renewal. The contract will run from July 1, 2021 through June 31, 2024 at a cost of \$7,470 per each of the three (3) colleges annually for a total of \$67,230.

A motion to approve the Contract with Skyfactor for Student Affairs Assessment for the Nebraska State Colleges was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

#### 4. Fiscal, Facilities and Audit

##### 4.1 First and Final Round Approval of Revisions to Board Policy 7002; Capitalization; Definitions and Classifications

Board Policy 7002 is being revised to update and incorporate the new Governmental Accounting Standards Board (GASB) 87 requirements for the financial reporting of leases. As the update for the GASB was being reviewed, additional areas were updated to clarify capitalization requirements of certain projects and dollar thresholds were revised for inflation and increased construction costs.

The policy has been reviewed by the college comptrollers, the Council of Business Officers, and the Council of Presidents. The proposed changes are recommended for approval.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 7002; Capitalization; Definitions and Classifications was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

##### 4.2 First and Final Round Approval of Revisions to Board Policy 7021; Travel; Personnel; Claims, Authorization and Board Policy 7024; Meals; Reimbursement

During the 2020 session, the Legislature passed LB 381 which included a change to meal reimbursements from using actual receipts, to a proportion of the federal General Services Administration (GSA) rates. While we have moved to using the GSA rates, the schools have been using the Department of Administrative Services (DAS) worksheet to complete the meal reimbursement calculations while we worked out how best to automate the process using Concur. That work has been completed and we now have an agreement with DAS that we will use Concur starting July 1, 2021.

The changes proposed to Policy 7021 will clarify that itemized receipts are not required for meal reimbursement for travel expenses, but are paid as a percentage of per diem rates. The Nebraska Department of Administrative Services has established the initial per diem rate at 70% of the federal General Services Administration rate for meal per diem. The final day of travel for a multi-day trip will be reimbursed at 75% of that rate. Single-day travel will use start and stop times to determine

which meals will be reimbursed based on the component amount of per diem allocated for breakfast and supper. Lunch is not reimbursed for single-day travel.

The change proposed to Policy 7024 is to clarify that employees are entitled to claim reimbursement for breakfast unless provided as part of a conference or meeting or if no hot protein meal is provided by the hotel during employee travel. This change follows the state policy on reimbursement for breakfast.

Trustee Engles inquired whether this change would impact the mileage reimbursement rate that was lowered previously in response to budget cuts from the state. Chancellor Turman noted that this item would not include that change, but that an analysis would be performed to assess the fiscal impact and be brought back for review by the Board of Trustees at a future meeting.

A motion to approve the First and Final Round Approval of Revisions to Board Policy 7021; Travel; Personnel; Claims, Authorization and Board Policy 7024; Meals; Reimbursement was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

- 4.3 First Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings, Board Policy 7015; Contracts; Limitations, Exemptions, Board Policy 7016; Contracts; Consulting Services, Board Policy 8064; Capital Construction and Information Technology (IT); Bids, Board Policy 8065; Capital Construction; Contracts; Approvals, Board Policy 8066; Capital Construction; Contracts; Professional Consulting Services, Board Policy 8067; Capital Construction; Contracts; Works of Art and Board Policy 8068; Capital Construction; Contracts; Forms, Payments

An NSCS team comprised of leadership and staff from the System Office and the three (3) State Colleges have undertaken a project to update and revise eight (8) Board policies that address procurement and contracts. The goal is to simplify and clarify the policies to increase efficiency, and to reduce the potential for confusion and errors that can lead to auditor findings. Also, several thresholds for bidding and contract approval are overdue for adjustments. During the March 17, 2021 Board of Trustees meeting, a matrix depicting the significant changes to each of these policies was discussed as an informational item and the modifications proposed at that time are reflected in the attachments.

A motion to approve the First Round Approval of Revisions to Board Policy 7010; Purchases; Bids; Public Lettings, Board Policy 7015; Contracts; Limitations, Exemptions, Board Policy 7016; Contracts; Consulting Services, Board Policy 8064; Capital Construction and Information Technology (IT); Bids, Board Policy 8065; Capital Construction; Contracts; Approvals, Board Policy 8066; Capital

Construction; Contracts; Professional Consulting Services, Board Policy 8067; Capital Construction; Contracts; Works of Art and Board Policy 8068; Capital Construction; Contracts; Forms, Payments was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.4 Approve Acceptance of Single Audit for Year Ended June 30, 2020

BKD has completed the Nebraska State College System (NSCS) Single (federal) audit for the year ending June 30, 2020. A copy of the audit was attached to the agenda item.

A motion to approve the Acceptance of Single Audit for Year Ended June 30, 2020 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.5 Approve Tuition Rates

This proposal includes tuition rates for the 2021-22 academic year. These rates will be effective for fall 2021, spring 2022 and summer 2022. The presidents and System Office leadership have taken into consideration the support from the Legislature, the federal CARES funding and the impact of COVID-19 on families and students, and have decided to hold the line on tuition increases for the coming year. None of the rates have changed from 2020-21.

<b>Proposed Tuition Rates</b>			
<b>Academic Year 2021-22</b>			
	<b>CSC</b>	<b>PSC</b>	<b>WSC</b>
<b><u>On-Campus Tuition</u></b>			
Undergraduate Resident	\$186.00	\$186.00	\$186.00
Graduate Resident	\$232.50	\$232.50	\$232.50
Undergraduate Non-resident	\$187.00	\$187.00	\$187.00
Graduate Non-resident	\$465.00	\$465.00	\$465.00
Graduate Non-resident (College Center)			\$233.50
<b><u>Online Rate (1)</u></b>			
Undergraduate Online	\$299.00	\$299.00	\$299.00
Graduate Online	\$380.00	\$380.00	\$380.00
Special Graduate Online			
CSC - ME in Curriculum & Instruction	\$359		
CSC - MAE in Education (History/Science/Math)	\$359		
PSC - MSE in Curriculum & Instruction		\$359	
WSC - MSE in Curriculum & Instruction			\$359
WSC - MSE in Special Education			\$359
<b><u>Dual Enrollment Program (1)</u></b>			
All Students	\$60.00	\$60.00	\$60.00
(1) The rate is inclusive of all fees.			

### **Tuition Rate Guidance**

Board Policy 6021 states that undergraduate resident tuition rates will be established, and the graduate rate will be approximately one hundred twenty-five percent (125%) of the undergraduate rate. Non-resident undergraduate rates will be established at no more than two hundred percent (200%) of resident undergraduate rates, and non-resident graduate rates will be established at approximately one hundred twenty-five percent (125%) of the non-resident undergraduate rate.

### **All Inclusive Rate**

Board Policy 6021 provides that the online and dual enrollment rates are inclusive of tuition and fees.

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

**ABSENT:** Matt Blomstedt

4.6 Approve Fee Recommendations for 2021-2022

The Colleges have submitted proposed fees for fiscal year 2021-22 as required in Board Policy 6022. The proposed fees were shown in the agenda item, along with a comparison to the prior year's fees.

The colleges are not increasing the rates for Board approved fees for the next fiscal year. The only change is a request from Chadron to remove the 12 credit hour cap on the health fee.

A motion to approve the Approve Fee Recommendations for 2021-2022 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.7 Approve Distribution of Funds for 2021-2022

With the approval of LB380, the general appropriations bill to fund Nebraska State Government for the biennium ending June 30, 2023, the amount of funding provided to the Nebraska State College System for FY22 (July 1, 2021 thru June 30, 2022) can be allocated to the colleges and the system office. Board Policy 7001 provides for the allocation of operational funds to the State Colleges and the System Office. The proposed distribution of funds was shared with the colleges so they could prepare their Preliminary Operating Budgets for FY22, which are also included on the June Board agenda. The details of the Distribution of Funds, is included in this item.

The General Fund appropriation for FY22 is \$59,439,068, including the \$2,000,000 for Career Scholarship funding. This represents an operating increase of 1,911,711, or a 3.4% base operating increase. The total increase of \$2,911,711, including the Career Scholarship funds, represents a base increase of 5.2%.

The Cash Fund (est.) appropriation is adjusted for tuition and fee rate increases, as well as for any enrollment changes at the Colleges. There were no tuition or fee rate increases beyond the removal of the credit hour cap on the CSC health fee. The campuses wanted to hold the costs steady to assist all students that have been impacted by COVID. The support received from the Legislature and the Governor also made it possible to hold the line on tuition and fees this coming year.



Enrollment changes also provide the opportunity to build tuition and fee revenue growth into the base budget. The current practice is to allow an institution to build one-third of the increase into their base budget the year following the growth, and two-thirds two years later. This process allows time to confirm that the growth is sustained and that adding base costs to the budget is reasonable. WSC has had sustained enrollment growth that allows for a base adjustment of \$1,323,419 to their FY22 base.

The budget for NeSIS Operations, which flows through the System Office Cash Fund, is decreased by \$22,879 for FY22. The amount is based on the budget we receive from the Nebraska University System on what the NSCS portion of the student information system will be.

The final adjustment line reflects anticipated changes 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. The FY22 cash funds base is broken into "Operating Base" and "Scholarship/Grant Awards Base" so the amount received for scholarships and grants can be easily identified.

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. It should be noted that the federal funds reflected is the "base" authority need and does not include the one-time Rescue Plan Act funding. That funding has been included in the Preliminary Operating Budgets prepared by the colleges.

The Revolving Fund (Revenue Bond) operations and maintenance amounts are based on the FY22 preliminary revenue bond operating budgets, which are on the agenda for Board approval. It should be noted that the reductions to the FY21 budgets were based on the projections provided to the System Office in December 2020 after the enrollments are available for the fall term. The Revised FY21 Revenue Bond Operating Budgets reflect these changes and are on the agenda for approval.

A motion to approve the Distribution of Funds for 2021-2022 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.8 Approve Revised Operating Budgets for 2020-2021

A motion to approve the Revised Operating Budgets for 2020-2021 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.9 Approve Revised Revenue Bond Operating Budgets for 2020-2021

Board Policy 9008 includes language that "Any college may submit, if needed, revisions to its revenue bond operating budget. Any revision shall not become effective until the Board has approved the revision and the same has been delivered to the Bond Trustee."

A motion to approve the Revised Revenue Bond Operating Budgets for 2020-2021 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.10 Approve Preliminary Operating Budgets for 2021-2022

The colleges and the System Office have prepared their FY22 (July 1, 2021 thru June 30, 2022) operating budgets, with the General, Cash and Federal Fund amounts based on the approved Distribution of Funds.

The budgets follow the National Association of College and University Business Officers (NACUBO) approved program structure: Program 01 - Instruction, Program 02 - Research, Program 03 - Public Service, Program 04 - Academic Support, Program 05 - Student Services, Program 06 - General Administration, Program 07 - Plant O&M, Program 08 – Student Aid and Program 09 - Auxiliary Enterprises is approved separately by the Board when approving the Revenue Bond budgets.

It should be noted that the budgets for federal funds reflect the American Rescue Plan (ARP) Act monies for student aid. The institutional funds for ARP are reflected in Auxiliary funds and not part of the operating budget. The amounts are provided in the footnotes.

A motion to approve the Preliminary Operating Budgets for 2021-2022 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.11 Approve Preliminary Revenue Bond Operating Budgets for 2021-2022

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.

A motion to approve the Preliminary Revenue Bond Operating Budgets for 2021-2022 was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.12 Bookstore Contract for Chadron State College

CSC has had an on-line bookstore contract with MBS Direct Corporation since July of 2016. That contract expires on June 30, 2021. For 2020-21, the College received a commission of 10% on sales of print course materials, 2% on digital course materials, and 20-25% commission on books purchased at wholesale during book buyback; plus \$2,500 in textbook scholarships. CSC has gone out to bid for an on-line bookstore provider. The Campus Bookstore Review Committee received proposals from Akademos, MBS Direct Services/Barnes and Noble College (MBS), eCampus, Ambassador Education Solutions, and Follett.

The five (5) bookstore proposals were all reviewed and scored based on their overall qualifications, textbook costs for students, customer service structure, textbook services, implementation plan, refund policies, buyback policies, commission proposal and conformance to the request for proposal specifications. MBS received the best score out of the five (5).

The terms of the contract include:

- Three (3) year initial term, with two (2) one (1) year renewals
- MBS will pay the school commissions of:
  - o Eleven percent (11%) on print
  - o Four percent (4%) on rental
  - o Three percent (3%) on digital
  - o Twenty percent (20%) on buyback wholesale titles
- MBS will provide two thousand five hundred dollars (\$2,500) for an annual academic materials scholarship fund

Upon approval the contract with MBS will be effective July 1, 2021 through June 30, 2024 with two (2) one (1) year renewals.

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

**ABSENT:** Matt Blomstedt

- 4.13 Approve Facility Master Plans Costs; Approve an Allocation from the System Office CIF Fund; Approve Use of Capital Improvement Fee Funds for CSC, PSC and WSC; and Approve Contingency Maintenance Resolution for PSC

**Approve Facility Master Plans Funding**

Per Board Policy 8016, the three colleges engage in a coordinated process for facility master plans development every decade. In January of 2021, the Board approved the members on the College Facility Master Plans Committee to oversee the selection of consultants and to help coordinate the overall planning process. The NSCS College Facility Master Plans Committee recently selected the consulting firm of RDG Planning & Design, based in Omaha, Nebraska, to develop facility master plans for all three colleges. Fee quotes were offered for required Basic Scope Services (Space Utilization, Facilities Evaluation, Landscaping/Circulation/Parking, Utilities), as well as Alternate Scope Services (Detailed Landscape/Grounds Plan, Detailed Athletics/Recreation Plan, Fiber Loop Plan, Detailed Housing Plan), from which each college chose to add to the contract. The following matrix shows the scope and services to be provided to each college along with the cost and breakdown of cost by state facilities and revenue bond facilities:

<b>NSCS College Facility Master Plans Consultant Fees Matrix</b>				
June 1, 2021				
<b>Base Scopes:</b>	<b>Chadron</b>	<b>Peru</b>	<b>Wayne</b>	<b>Total-NSCS</b>
Space Utilization	\$26,000	\$20,000	\$44,000	\$90,000
Facilities Evaluation	\$61,000	\$39,000	\$51,800	\$151,800
Landscaping/Circulation/Parking	\$32,500	\$32,500	\$32,500	\$97,500
Utilities	\$16,000	\$9,600	\$9,600	\$35,200
Totals:	<b>\$135,500</b>	<b>\$101,100</b>	<b>\$137,900</b>	<b>\$374,500</b>
State Portion	\$81,300	\$65,715	\$74,466	\$221,481
Rev. Bond Portion	\$54,200	\$35,385	\$63,434	\$153,019
<b>Alternate Scopes:</b>				
Detailed Landscape/Grounds Plan	\$24,500	\$16,500	\$24,500	\$65,500
Detailed Athletics/Rec Plan	\$0	\$0	\$0	\$0
State Portion/100%	<b>\$24,500</b>	<b>\$16,500</b>	<b>\$24,500</b>	<b>\$65,500</b>
Campus Fiber Loops Plan	<b>\$12,500</b>	<b>\$0</b>	<b>\$12,500</b>	<b>\$25,000</b>
State Portion	\$7,500	\$0	\$6,750	\$14,250
Rev. Bond Portion	\$5,000	\$0	\$5,750	\$10,750
Detailed Housing Plan - Rev. Bond	<b>\$18,000</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$31,000</b>
<b>Other:</b>				
Reimbursables/Electronic Plans	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$45,000</b>
State Portion	\$9,000	\$9,750	\$8,100	\$26,850
Rev. Bond Portion	\$6,000	\$5,250	\$6,900	\$18,150
<b>GRAND TOTAL</b>	<b>\$205,500</b>	<b>\$145,600</b>	<b>\$189,900</b>	<b>\$541,000</b>
<b>TOTAL STATE</b>	<b>\$122,300</b>	<b>\$91,965</b>	<b>\$113,816</b>	<b>\$328,081</b>
<b>TOTAL REV. BOND</b>	<b>\$83,200</b>	<b>\$53,635</b>	<b>\$76,084</b>	<b>\$212,919</b>

It is recommended that we move forward with the Master Plan and approve the costs as identified above.

**Approve an Allocation from the System Office CIF Fund**

The Capital Improvement Fee dollars are held in the System Office. The interest earnings are put into an account labeled System Office CIF. The fund is held as an emergency reserve fund. When it is determined that the amount has excess funds, the funds are allocated back to the colleges. The balance in the account as of May 31 was \$1,100,684. In order to support the Master Planning Costs, it is recommended that we use \$218,594 of the fund balance and allocate it to the colleges based on their monthly cash balances. Going back to 2015 and using the interest rate earned each month and the monthly cash balance in the account by college, provided an appropriate way to allocate the funds. WSC generated the biggest share of the earnings and the amount they need to fund the State portion of the

plan drives the amount the other two schools are allocated. WSC generated 52.07% of the interest, CSC 26.9% and PSC 21.03%. Using these proportions and the state portion of the master plan cost of \$113,816 for WSC as a cap, the allocation from the interest earnings is as follows:

CSC	\$58,810
PSC	\$45,968
WSC	<u>\$113,816</u>
Total	\$218,594

It is recommended that the NSCS provide the allocation to support the Master Plan costs. The amounts have been included in the Capital Improvement Fee requests from the campuses.

**Approve the Use of Capital Improvement Fee Funds for CSC, PSC, and WSC**

The following table shows the details of how the colleges will fund the Master Plan costs.

Master Planning Cost Fund Sources		
	Cost	Fund Source
<b>CSC</b>		
State Portion	\$122,300	Capital Improvement Fee
Revenue Bond Portion	\$46,000	Board Approved 1-13-21 Contingency Maintenance Resolution
	<u>\$37,200</u>	Contingency Maintenance Transfer
	\$83,200	
Total Funding	\$205,500	
<b>PSC</b>		
State Portion	\$45,968	Capital Improvement Fee
	<u>\$45,997</u>	Cash Carryforward funds pending approval 9-2021
	\$91,965	
Revenue Bond Portion	\$13,020.13	Contingency Maintenance Resolution
	<u>\$40,614.87</u>	Revenue Bond Operating
	\$53,635	
Total Funding	\$145,600	
<b>WSC</b>		
State Portion	\$113,816	Capital Improvement Fee
Revenue Bond Portion	\$76,084	Revenue Bond Operating Funds
Total Funding	\$189,900	
Note: Bolded items need Board approval at this time.		

It is recommended that the NSCS fund a portion of the Master Plan with Capital Improvement Fees in the following amounts: CSC - \$122,300; PSC - \$45,968; and WSC - \$113,816.

**Approve Contingency Maintenance Resolution for College Facility Master Plan for Peru State College**

Peru State requests authorization of a Contingency Maintenance Resolution to help pay for costs associated with the College Facility Master Plan - revenue bonds portion.

The revenue bond portion of cost for facility master planning for the College is \$53,635. Peru State respectfully requests approval of a new contingency maintenance line item for this purpose. This line will assist with funding the revenue bond portion of the 2022 Peru State College Facility Master Plan. Funding in the amount of \$13,020.13 will be moved from completed Contingency Maintenance Resolution 03/24/2017, line 6, Student Center Food Service Equipment, to this newly approved line. The remaining revenue bond funding amount of

\$40,614.87 will be paid from the revenue bond operating funds.

A motion to approve the Facility Master Plans Costs; Approve an Allocation from the System Office CIF Fund; Approve Use of Capital Improvement Fee Funds for CSC, PSC and WSC; and Approve Contingency Maintenance Resolution for PSC was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.14 Approve Extension of Lease and Operating Agreement with Reeves, Inc. for Chadron State College

The current lease and operating agreement between Chadron State and Reeves, Inc. to operate a college store on-campus will end on June 30, 2021. Chadron State would like to extend the agreement an additional year, to end June 30, 2022. This extension will allow the business to recover from the business interruption caused by COVID-19. Chadron State's decision to close campus buildings to the public to limit potential COVID-19 exposure and the Rocky Mountain Athletic Conference's COVID-19 precautions, allowed only a few athletic events with spectators which impacted business operations on campus. Extending the agreement for a year will also allow adequate time to complete a request for proposal for the campus store.

A motion to approve the Extension of Lease and Operating Agreement with Reeves, Inc. for Chadron State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.15 Approve Appointment of Consultant Selection Committee and Approve Authorization for Chancellor to Sign Professional Services Contract for Geothermal Utilities Project for Peru State College

Peru State recommends the appointment of the following individuals to a Professional Consulting Services Selection Committee for its upcoming Geothermal Utilities Project pursuant to Board Policy 8066.

John Chaney, Chair of Fiscal, Facilities & Audit Committee, Board of Trustees  
Bob Engles, Chair of Student Affairs, Marketing & Enrollment Committee, Board of Trustees  
Steve Hotovy, Vice Chancellor for Facilities & Information Technology & Architect, NSCS  
Debbie A. White, Vice President for Administration & Finance, PSC  
Darrin Reeves, Director of Facility Services, PSC  
Keith Bailey, Assistant Director of Facility Services, PSC



At the conclusion of the selection process, a contract will be negotiated with the highest ranking firm. The firm selected will provide professional services to include design development, construction documents and construction administration for the project.

Peru State requests authorization for the Chancellor to sign a professional services contract for the Geothermal Utilities Project at a cost not to exceed available funding. Authorization for the Chancellor to sign the professional services contract will assure that the project can move forward in a timely manner upon completion of the selection process.

The project will utilize Capital Construction state tax funds of \$1,601,248 in FY 2021-22, \$1,757,682 in FY 2022-23, and \$2,101,905 in FY 2023-24, as approved in LB 383 (2021), Section 32.

A motion to approve the Appointment of a Consultant Selection Committee and Authorization for Chancellor to Sign Professional Services Contract for Geothermal Utilities Project for Peru State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

- 4.16 Accept and Approve Design Development Documents and Authorize Chancellor to Supplement Funding for Peterson Fine Arts Renovation and Addition for Wayne State College

**Accept and Approve Design Development Documents for Peterson Fine Arts Project**

In accordance with Board Policy 8060, Wayne State recommends approval of the Peterson Fine Arts Renovation and Addition Design Development Documents. The original Program Statement was approved by the Board on November 14, 2019. When COVID-19 first struck in the spring of 2020, the project was put on hold due to the challenges associated with fundraising. However, on January 13, 2021, the Board approved a Program Statement Addendum to modify the funding for the project and initiate design. Since then, it has become necessary to revise the project funding once again. The following is a brief history of these funding changes.

The original Program Statement (Nov. 14, 2019) project funding as approved by the Board:

College Cash	\$4,420,000
LB309 Task Force	\$1,880,000
Donations	\$2,000,000
Other/Community	\$2,000,000
Total Funding	\$10,300,000

The revised project funding per the Program Statement Addendum approved by the Board (Jan. 13, 2021):

College Cash	\$7,920,000
LB309 Task Force	\$1,880,000
Donations	\$500,000
Other/Community	\$0
Total Funding	\$10,300,000

The proposed revised project funding per the Design Development Documents:

College Cash	\$8,720,000
LB309 Task Force	\$1,880,000
Donations	\$1,300,000
Other/Community	\$0
Total Funding	\$11,900,000

Due to various factors including increases in materials costs, the overall estimated cost of the project has increased by \$1,600,000. Additional College Cash in the amount of \$800,000, as well as \$800,000 in additional Donations, will finance this increase in total project cost.

Renovation of Peterson was identified in the 2012 Wayne State Facility Master Plan. In recent years, the lack of space in the choir and band rehearsal rooms, and other facility shortcomings, have become critical issues for program accreditation. Representatives from Jackson-Jackson & Associates, Inc., (JJA) were hired to assist Wayne State in programming the solutions to the issues. The project was further developed and refined through the design development process. In order to proceed with construction of the project, the Board is required to accept and approve the Design Development Documents, which will be presented by JJA to the Board on June 17, 2021.

**Approve Use of Unappropriated Cash Funds for Peterson Fine Arts Project**

Also included in this Action Item is the request by Wayne State for Board approval to use an additional \$7,820,000 on a one-time basis from unappropriated cash funds for the Peterson Fine Arts Renovation and Addition project. Per the Peterson Fine Arts Renovation and Addition Design Development Document, the total cash funding planned for the project is \$8,720,000. The Board previously approved the use of \$900,000 in cash funds on November 14, 2019 in order to proceed with planning and design. Approval of this additional funding will allow the College to move forward with construction of the project. The cash fund balance adequately supports this request.

A motion to Accept and Approve Design Development Documents and Authorize Chancellor to Supplement Funding for Project by an Amount Not to exceed \$880,000 from Cash Funds for Peterson Fine Arts Renovation and Addition for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.17 Approve Naming of Areas in Renovated Benthack Hall for Wayne State College

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 name rooms in the newly renovated Benthack Hall as noted below.

McTaggart Family Student Lounge  
Bud and Mitzi McCullough Education Lab  
Dr. Susan Menking PhD Counseling Training Center  
Hult Family Learning Lab

These naming requests bring 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.

A motion to approve the Naming of Areas in the Renovated Benthack Hall for Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES**: Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.18 Approve Appointment of Substantial Completion Committee for Benthack Hall Renovation Project at Wayne State College

The Benthack Hall Renovation project is nearing completion. Wayne State recommends appointment of the following committee to perform the substantial completion review in accordance with Board Policy 8069.

John Chaney, Chair of the Fiscal, Facilities and Audit Committee,  
Board of Trustees  
Carter 'Cap' Peterson, Member Student Affairs, Marketing &  
Enrollment Committee, Board of Trustees  
Steve Hotovy, Vice Chancellor for Facilities and Information  
Technology, NSCS  
Steven Elliott, Vice President for Academic Affairs, WSC  
Angela Fredrickson, Vice President for Administration and Finance,

**WSC**

Kyle Nelsen, Director-Facility Services, WSC  
LEO A DALY Representative, Registered Architect

A motion to approve the Appointment of Substantial Completion Committee for Benthack Hall Renovation Project at Wayne State College was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.19 Approve Memorandum of Agreement with Nebraska Department of Administrative Services Regarding the Use of Concur for Travel Reimbursements for Nebraska State College System

On January 1, 2021, state law changed meal reimbursement for state travel from actual expenditures to a per diem rate. The per diem rates are based on 70% of established federal General Services Administration (GSA) rates. The Department of Administrative Services (DAS) has also established a policy that the first and last day of overnight travel meal reimbursement is prorated at seventy five percent (75%) of the approved rates.

The Nebraska State College System (NSCS) uses the SAP Concur system to manage travel requests, calculate, and approve reimbursements. The Department of Administrative Services (DAS) does not use Concur and will calculate meal reimbursements a little differently than calculated in Concur. The SAP Concur system follows federal General Services Administration (GSA) guidelines, but deducts the full non-prorated amount from the per diem for provided meals instead of deducting using the prorated amount.

The Memorandum of Agreement clarifies that the SAP Concur system cannot be configured to match the DAS deduction policy for provided meals and incidentals and that discontinuing the use of Concur would result in lost efficiencies when processing travel reimbursements for the NSCS, therefore, DAS permits NSCS to use Concur to manage travel reimbursements. The Memorandum further states that DAS permits the NSCS to process travel reimbursements and per diem rates in agreement with policies published in the DAS Accounting Manual.

For the first and last day of a trip the using the standard rates for Nebraska, the following are the differences in the amounts deducted for provided meals:

	Concur	State	Difference
Breakfast	\$9.10	\$6.83	\$2.27
Lunch	\$9.80	\$7.35	\$2.45
Dinner	\$16.10	\$12.08	\$4.02

A motion to approve the Memorandum of Agreement with Nebraska Department of Administrative Services Regarding the Use of Concur for Travel Reimbursements for Nebraska State College System was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

4.20 Approval of Potential HVAC Projects the Colleges fund with HEERF II and III Funding and Authorization for Chancellor to Sign Consultant and Construction Contracts

As more information is released on the allowable uses of the Higher Education Emergency Relief Funds (HEERF) II and III, it is clear that the use of money to support capital investments such as Heating Ventilation and Air Conditioning (HVAC) projects is allowable. Guidance has indicated that the installation or renovation of an HVAC system to help with air filtration to prevent the spread of COVID-19 is a proper expenditure of federal funds. Because the funds are only available for one (1) year, the possibility of designing and completing projects within the timeframe will be difficult. It is possible to request a time extension which may be granted if justifiable. In order to remove any time constraints on our end, the colleges are asking for pre-approval of any HVAC projects to be paid with HEERF funds. Authorizing the Chancellor to sign contracts in amounts not to exceed available funding for these projects will assure they move forward in a timely manner.

A motion for Approval of Potential HVAC Projects the Colleges fund with HEERF II and III Funding and Authorization for Chancellor to Sign Consultant and Construction Contracts was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

## **Items for Information and Discussion**

### **5. Chancellor and College Informational Items**

#### 5.1 Promotion and Tenure Report

The promotion and tenure information was provided to the Board for information.

#### 5.2 Foundation Employee Compensation Report

Chadron State Foundation's employee salary information for 2021-2022 was attached as an information item as required by Board Policy 5501.

**5.3 Reports of Personnel Actions**

The personnel action reports were provided to the Board for information

**5.4 NSAA Sponsorship**

The Nebraska State Colleges Multi-Activity Student Award sponsorship just wrapped up its first year.

The award was based solely on each member school's eligibility list submitted through the NSAA website. Each high school student who met the NSAA eligibility criteria was recognized and awarded a certificate of achievement by the NSAA and the Nebraska State Colleges. Chadron, Peru, and Wayne State Colleges each awarded a \$2,000 scholarship to a student. The scholarship recipients were:

- Chadron State - Samuel Tejral, Crofton High School
- Peru State - Elijah Boerson, Nebraska Christian Schools
- Wayne State - Kristen Campbell, South Sioux City High School

The sponsorship also includes a school award. The school in each of the four Classes with the most multi-activity students was presented a banner to display in their school. The banners were presented at halftime of the NSAA State Soccer Class A Championships, which was televised on NET. The winning schools were:

- Class A - Kearney High School
- Class B - Aurora High School
- Class C - Malcolm High School
- Class D - Hartington Cedar Catholic High School

**5.5 FY 2022-23 Biennium Funding Summary**

The 107th Legislative Session was to officially end on June 10, 2021, but it appeared that session would end early this year. All bills dealing with higher education funding had been passed onto the Governor and signed.

Legislative Bill 380 (LB380) was the State Government appropriations bill for the biennium ending June 30, 2023. The bill was signed by the Governor on April 26, 2021. A summary of the items funded is noted below. The total increase to base funding from FY21 to FY22 was \$1,911,711 or 3.44%. When including the Career Scholarship funding increase of \$1,000,000 the increase was 5.15%. The total increase to base funding from FY22 to FY23 was \$1,803,775 or 3.14%. When including the Career Scholarship funding increase of \$1,000,000 the increase was 4.72%.

PSC - Corrections Workforce Development Pathways (CWDP)  
The funding summary did not include the dollars appropriated to the

Department of Correctional Services to support the Corrections Workforce Development Pathways Program. The funding would support start-up, recruiting, and scholarship funding for Peru State College to develop the program. The funding for the program in FY21 was \$523,465 and funded 15 student scholarships; FY22 would be \$748,465 and support 30 scholarships; and FY23 would be \$973,465 and support a total of 45 scholarships.

At the bottom of the attachment was a summary of LB384 which extended the capital funding support for the State College Facilities Program out to 2040. This would add a total of \$22,230,000 of additional state support which would be matched by \$14,400,000 of match from Capital Improvement Fees. Our bond financial consultant looked at our callable bonds to see what savings might be gained and combined with the funding to make the biggest facility impact.

Finally, with the passage of LB383, the Geothermal Utilities Project at PSC was funded with \$1,601,248 in FY22 and \$1,757,682 in FY23. There was also an intent to provide future funding of \$2,101,905.

#### 5.6 Annual Report on Internal Leases of Revenue Bond Buildings

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.

#### 5.7 Capital Construction Quarterly Reports

Pursuant to Board Policy 8050, Capital Construction Progress Reports from each of the Colleges were provided to the Board for information on a quarterly basis. For the Capital Construction Quarterly Reports for the period ending March 31, 2021, the following highlights were provided to the Board.

- At Chadron State College, the Math Science Addition & Renovation project was progressing well with drywall installed in the majority of the interior existing building, and the steel structure nearly complete for the north wing addition. With regard to the Stadium Complex project, the Phase II Track Facility still required fencing and landscaping to be completed this spring and summer.
- At Peru State College, the Delzell Renovation project had been kept open for the 309 Task Force funded Campus ADA Accessibility Improvements project. Delzell site ADA improvements were nearly complete. Ribbon cutting for the ADA project occurred on April 21, 2021. The Theatre project

(Performing Arts Center) was very near final completion and close-out, as the contractor had received final payment.

- At Wayne State College, the Benthack Hall Renovation project was progressing well toward an August 11, 2021, substantial completion date. The Kirk Gardner Indoor Athletic Complex (formerly the Natatorium) had been in use for student athletes since September of 2020, and only a few warranty items remain. The Press Box Replacement project was very near final completion and close-out.

In total, seven interim reports from the three Colleges were provided in attachments to include the following:

Chadron

1. Math Science Addition & Renovation - Interim report
2. Stadium Facility - Interim report

Peru

1. Delzell Renovation - Interim report
2. Theater Renovation - Interim report

Wayne

1. Benthack Hall Renovation - Interim report
2. Indoor Athletic Complex Renovations - Interim report
3. Press Box Replacement - Interim report

5.8 Spring Occupancy and Income Reports

The Spring 2021 Occupancy and Income reports from each of the Colleges were provided to the Board for information as per Board Policy 8050.

5.9 Contracts and Change Orders for Information

Pursuant to Board Policies 7015, 7016, and 8065, the following contracts and change orders were provided to the Board for information. Individual contracts and change orders for each of the three Colleges and the System Office were provided in attachments, and included the following:

Chadron State Contracts

- Math Science Addition & Renovation (full functional and integrated testing commissioning) - not to exceed \$68,000
- Math Science Addition & Renovation (construction material testing/special inspections) - not to exceed \$42,000
- President's Office (consultant) -- \$35,000
- Campus (design and construction administration) - not to exceed \$18,500



## Chadron State Change Orders

- Math Science Addition & Renovation (#1-credit lecture hall tables) - (\$11,750)
- Math Science Addition & Renovation (#2-columns, ground level pit, demolish windows in existing restrooms) -- \$20,693.43
- Math Science Addition & Renovation (#4-design and documents for landscape & irrigation) -- \$21,000

## Peru State Contracts

- TJ Majors (interactive video and graphics training simulator) -- \$76,000
- Campuswide (charter transportation) -- not to exceed \$150,000
- Campuswide (texting platform) -- \$29,687 (three year contract)

## Wayne State Contracts

- Peterson Fine Arts Building (development of three (3) renderings for College's use in promotional materials and fundraising publications) - \$3,000
- Technology & Applied Sciences (TASC) Department (provide professional consulting services) - not to exceed \$3,200
- Hahn Administration Building (design and construction engineering services for parking improvements) - not to exceed \$38,350
- Morey Hall (restroom upgrades - Phase II) -- \$319,480
- Peterson Fine Arts Building (provide geotechnical exploration services for renovation project) -- \$2,970
- Peterson Fine Arts Building (provide surveying services for renovation project) -- \$5,000
- Student Center (air handling unit replacement - Phase 3) -- \$342,108
- Morey Hall (abate several areas for Phase 2 of the restroom renovation project) - not to exceed \$21,660
- Outdoor Courts (install fencing around and between renovated outdoor court surfaces) - \$98,790
- Walking Trail (core drill for bench installation in 4 asphalt pads and assemble/anchor 4 benches in place) -- \$1,880
- Outdoor Courts (remove existing fence at outdoor tennis courts and repaint 14 existing light poles) -- \$24,880
- Outdoor Courts (remove existing surface coating on 6 tennis courts and replace with surface coating for 2 tennis, 2 futsal and 2 basketball courts) -- \$98,250
- Terrace Hall (air conditioning install) -- \$321,718
- Energy Plant (boiler upgrades) -- \$398,647
- Outdoor Courts (replace lighting fixtures on fourteen light poles) -- \$39,173
- Hahn Administration Building (create new offices in the third floor suite for Admissions Office) -- \$24,100
- Hahn Administration Building (make modifications to existing rooms to create new office layout for Accounting Department) -- \$23,628

- Financial Aid Office (provide interim financial aid professional services) - not to exceed \$69,650
- Walking Trail (install new topping and patch in areas for existing walking trail) -- \$63,975
- Hahn Administration Building (modify rooms HA111 and HA111A for new Admissions Welcome Center) -- \$25,450
- Walking Trail (remove bushes along trail) -- \$2,500

#### Wayne State Change Orders

- Benthack Hall (#6-miscellaneous lighting, flooring, monitor location, and mirror location changes; structural slab concrete infill modifications; raising roof drain piping; slab foam injection allowance credit; install electrical contactors and junction box for electric stove shutdown) -- \$737
- Benthack Hall (#7-foods lab casework, plumbing and electrical design changes) -- \$3,000
- Benthack Hall (#8-add level 2 office and reskin of exterior columns design) -- \$4,600
- Benthack Hall (#7-HVAC changes; CMU demo and build; office revisions; add gas line connection; remove galvanizing from steel) -- \$17,667
- Student Center (#2-garbage/recycling services for Chartwells/Compass Group) -- \$4,278
- Library (#3-landscaping damaged by contraction during canopy construction) - (\$180)
- Benthack Hall (#8-steam valves replacement; door hardware revisions; pilaster repair work; correct existing brickwork; north entry revisions; lighting revisions; revised joist bridging in 101; west storefront steel revisions; install expansion control at North entrance; and existing condition protection) -- \$33,891
- Morey Hall (#2-changes to shower fixture and soffits; addition of 6 new exhaust ducts to shower stalls in 2 main restrooms; and deduct work for shower drains) -- \$1,463
- Morey Hall (#3-deduct work for Terrazzo Patch at private restroom doors) - (\$500)
- Benthack Hall (#9-remove coordination of a furniture sample/mock up review meeting and add design coordination of donor signage) - \$0.00
- Benthack Hall (#1-additional testing services needed of soils and concrete) - not to exceed \$4,038.50
- Benthack Hall (#9-southwest entrance improvements; casework changes; add sensor and strobes; floor grinding; office addition; area B 2<sup>nd</sup> floor SW brick repair; add 3-way valves; add tree grates) -- \$18,261
- Outdoor Courts (#1-install logo branded mesh wind screen on south end of new fencing) -- \$1,925
- Benthack Hall (#10-2<sup>nd</sup> floor duct revisions; removal of additional CMU walls; add moisture resistant board to existing columns; flooring changes; provide electrical covers to all abandoned power/data boxes; replace storefront at southwest entrance; provide and install mullion mates in various window locations; replace stoop at northeast entrance; install insulation

between interior design lab and mechanical room; install two (2) additional electrical receptacles for additional power) -- \$32,621

#### NSCS Contracts

- Nebraska State College System & Colleges (applicant tracking and position management) -- \$49,872.57
- Nebraska State College System Office & Colleges (employee assistance program) -- \$25 per employee per year
- Nebraska State College System (updating and creating dashboards) -- \$27,000
- Nebraska State College System & Colleges (health flexible spending arrangement and depending care assistance program) -- \$3 per participant per month; \$50 per month minimum
- Nebraska State College System Office & Colleges (lobbyist services) -- \$42,378
- Nebraska State College System Colleges (student survey licenses) -- \$11,000 per year for 3 years

#### NSCS Change Orders

- Nebraska State College System and Colleges (#1-change date for providing two (2) virtual presentations on the Clery Act and the First Amendment on April 20, 2021) -- \$0.00
- Nebraska State College System and Colleges (#1-extend end date of contract from June 30, 2021 to June 30, 2023) -- \$0.00
- Nebraska State College System (#1-create multi-activity senior scholarship form for NSCS website) -- \$230

#### 5.10 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 maintenance of effort or future fiscal responsibility. The following table summarizes the grant applications and awards.

Grant Applications and Awards		
Reported as of May 3, 2021		
College	Grant Title	Amount
<b>Chadron State College</b>		
Applications:		
	- 2021 Intermountain Farm Business Management Benchmarking Consortium (USDA/NIFA)	\$45,000.00
	- Surveys for Rare Woodland Grasshoppers in Nebraska (Western North American Naturalist)	<u>\$1,400.00</u>
	Total	\$46,400.00
Awards:		
	- 21-169 Math Science Building Initiative (Nebraska Environmental Trust) -- \$483,500	\$483,500.00
	- Nebraska Research Network in Functional Genomics (National Institutes of Health) -- additional funding	<u>\$13,541.00</u>
	Total	\$497,041.00
<b>Wayne State College</b>		
Applications:		
	- BRAINSTEM: The Best Research and Innovation Network in the STEM fields at WSC (National Science Foundation [NSF] Scholarships in Science, Technology, Engineering and Mathematics [S-STEM])	\$750,000.00
	- Grants to Reduce Domestic Violence, Dating Violence, Sexual Assault and Stalking on Campus (Office on Violence Against Women)	<u>\$300,000.00</u>
	Total	\$1,050,000.00
Awards:		
	- Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA) -- Strengthening Institutions Program (SIP) (U.S. Department of Education) -- additional funding	\$182,807.00
	- Nebraska Research Network in Functional Genomics (National Institutes of Health) -- additional funding	<u>\$41,113.00</u>
	Total	\$223,920.00

Grant details for each of the above grants were attached.

It should also be noted that new Grant Award Notices for HEERF II of the Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA) were received by the colleges. The revised awards did not change the available dollars reported to the Board in March, but extended the time frames as identified below. Supplemental guidance also allowed the funds to be used on expenses that had occurred from the beginning of the pandemic, March 13, 2020.

Revisions to CRRSSA Award Dates			
<b>CSC</b>		<u>Original</u>	<u>Revised</u>
CRRSAA Institutional Award			
Start		5/6/2020	5/6/2020
End		5/5/2021	1/16/2022
CRRSAA Student Aid Award			
Start		6/16/2020	6/16/2020
End		6/15/2021	1/16/2022
<b>PSC</b>		Original	Revised
CRRSAA Institutional Award			
Start		5/20/2020	5/20/2020
End		5/19/2021	1/16/2022
CRRSAA Student Aid Award			
Start		5/5/2020	5/5/2020
End		5/4/2021	1/16/2022
<b>WSC</b>			
CRRSAA Institutional Award		Original	Revised
Start		6/2/2020	6/2/2020
End		6/1/2021	1/16/2022
CRRSAA Student Aid Award			
Start		4/28/2020	4/28/2020
End		4/27/2021	1/17/2022

#### 5.11 Chancellor's Travel Report

The Chancellor's Travel Report was provided to the Board for information.

#### Student Trustee Reports

CSC Student Trustee Ruth Mencia reported that CSC was painting, sanitizing and replacing older equipment in the residence halls as well as welcoming various football, basketball and wrestling summer camps during the summer. Tours for prospective students and athletes were also occurring.

Student Trustee Mencia noted that Naishaun Jernigan, a junior Eagle, had placed 1<sup>st</sup> in the RMAC and 3<sup>rd</sup> in the NCAA competition in

She also indicated that CSC was implementing a Diversity Center to be a sanctuary or safe place for students with diverse backgrounds. The location is still being decided. The fire pit is being worked on as the Student Senate approved the allocation of funds for the project. Student Trustee Mencia noted that Isioma Akwanamnye was elected as president for the Student Senate. She is a senior majoring in human biology.

She indicated her appreciation for all the faculty and staff did to help make the vaccine more accessible to students – more than 400 students participated.

PSC Student Trustee Panashe Jacha reported that the Director of Student Activities and Programs, Crystal Huston, is working on a campus engagement software to replace the Bobcat Life app. The new software will be called Campus Groups and will help students to better connect with resources on campus. It is the hope to have it available to campus by August 1<sup>st</sup>.

Student Trustee Jacha noted that tutoring in the fall of 2020 was changed from personal to a study hall concept. There was a 195% increase in engagement from the fall to spring semester and a 467% increase in online tutoring. Eleven students competed in the Phi Beta Lambda Leadership Conference and earned 32 top eight awards including ten first place finishes.

He indicated that more than 150 artistic and cultural pieces of African Art from Dr. Natalie Hahn will be exhibited in each of the academic buildings and the Administration Building across campus. He also indicated that Dr. Hanson and Elaine were named admirals in the Nebraska Navy. Elaine Hanson also received an award named in her honor to recognize any community members and friends of the College that have shown significant commitment to the College and its students.

Student Trustee Jacha noted that 2020-2021 had been a difficult year and he was looking forward to the upcoming academic year especially with Dr. Evans beginning his tenure July 1, 2021.

WSC Student Trustee Jackson Richling indicated that in-person graduation and new student registration have calmed the students a bit. The incoming class seems to be excited for a more regular academic year with social and extracurricular activities. Students are excited for the Benthack Hall renovation project.

He noted that the outdoor areas along the main interior walkway are being updated and additional seating by the residence halls was added. The Peterson Fine Arts Building renovation is exciting for the music students. The students in fine arts are being relocated to the Brandenburg Education building.

Student Trustee Richling noted that there is a different, more confident feeling on campus than last year. The summer students are pleased to see many aspects such as mask mandates, dining hall set up and in person events return to some normalcy.

Dr. Dan Hanson was recognized for his leadership as President of Peru State College with the following resolution.

In Recognition of Extraordinary Service and Leadership, the Nebraska State Colleges Board of Trustees Presents this Resolution in Honor of Peru State President Daniel Hanson

WHEREAS, Dr. Daniel Hanson has served as President of Peru State College since 2009;

WHEREAS, President Hanson will retire from the Nebraska State College System on June 30, 2021;

WHEREAS, President Hanson has been an invaluable leader to the Peru State College faculty and staff who serve the Peru State students;

WHEREAS, during his tenure, the College:

- Awarded over 4,725 degrees;
- Actively involved the Southeast Nebraska community, including his involvement in the long-term recovery group created in response to the 2019 flood and levee breach. He advocated the importance of levee repairs to state and federal leaders; and
- Invested over \$49.2 million in capital improvements and enhancements to Peru State College including the ADA Improvements Project, the Performing Arts Center, the Field House, Delzell Hall, the Park Avenue Entrance, T.J. Majors Hall, Oak Bowl Stadium, and Eliza Morgan Hall;

WHEREAS, as the 33<sup>rd</sup> President of Peru State College, Dr. Hanson distinguished himself as a true servant leader that was committed to transforming lives through personal and engaging educational experiences;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby expresses its gratitude to President Hanson for his service to Peru State College, for all that he has contributed to the Board of Trustees and to the Nebraska State College System; and

FURTHER RESOLVED, that the Board of Trustees wishes President Hanson and First Lady Elaine continued success in all their endeavors and expresses our hope for their continued health.

FURTHER RESOLVED, that a copy of this resolution be entered permanently into the minutes of the Nebraska State College System Board of Trustees.

FURTHER RESOLVED, that a copy of this resolution be presented to President Hanson as a token of our respect and gratitude.

Signed on this Seventeenth Day of June, Two-Thousand and Twenty-One,

Gary Bieganski, Chair  
Nebraska State College System Board of Trustees

**6. Election of Officers**

6.1 Approve Board Nominating Committee Report and Election of Officers

At the March 17, 2021 Board meeting, Chair Bieganski reported that he and Vice Chair Zeiss and Trustee Blomstedt would serve as the nominating committee for the election of Board and Facilities Corporation officers for 2021-2022.

The Committee submitted its nominations for consideration and action at the June 17, 2021 meeting.

Jess Zeiss, Chair  
John Chaney, Vice Chair

A motion to approve the Board Nominating Committee Report and Election of Officers was recommended by the committee to the full Board, which approved the motion. Voting **AYES:** Bieganski, Chaney, Engles, Peterson, Zeiss, and Terrell.

**ABSENT:** Matt Blomstedt

**Adjournment**

The meeting was adjourned at 4:15 PM

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Paul Turman, Chancellor

The meeting notice and agenda have been published in the Omaha World Herald June 7, 2021 and posted on the Omaha World Herald website. The meeting notice and agenda have also been distributed via email to members of the Board of Trustees, the presidents of the State Colleges, the Associated Press and selected Nebraska newspapers.