MINUTES

COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION August 11, 2017 **Nebraska State Capitol** Lincoln, Nebraska

Public notice of this meeting was given by posting notice on the Commission's website; posting notice on the State of Nebraska's online public meeting calendar; e-mailing news media; and keeping a current copy of the agenda in the Coordinating Commission for Postsecondary Education's office, listing the date, time, and location of the meeting.

Public notice of meeting

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN THAT THE COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION WILL HOLD A MEETING ON AUGUST 11, 2017. THE MEETING WILL BEGIN AT 8:30 A.M. AND ADJOURN AT APPROXIMATELY 12:00 P.M.

AN AGENDA IS MAINTAINED IN THE COMMISSION OFFICE, 140 N. 8TH STREET, SUITE 300, LINCOLN, NEBRASKA.

W. SCOTT WILSON, CHAIR

Meeting called to order at 8:31 a.m.

CALL TO ORDER AND INTRODUCTIONS

Chair W. Scott Wilson called the meeting to order at 8:31 a.m. and asked for introductions.

Commissioners Present

Dr. John Bernthal Dr. Joyce Simmons Dr. Deborah Frison W. Scott Wilson Mary Lauritzen Carol Zink

Dwayne Probyn

Commissioners Absent

Colleen Adam Dr. Ron Hunter

Gwenn Aspen

Commission Staff Present

Dr. Michael Baumgartner Helen Pope Dr. Kathleen Fimple Gary Timm Jason Keese Mike Wemhoff

Kadi Lukesh

Minutes of June 15, 2017, Commission Meeting approved

MINUTES OF JUNE 15, 2017, COMMISSION MEETING

Commissioner Probyn moved that the June 15, 2017, minutes be approved. Commissioner Bernthal seconded the motion. A roll call vote was taken. All seven Commissioners present voted yes. The motion carried.

CHAIR'S REPORT

Chair Wilson announces committee assignments for 2017-2018

Chair Wilson thanked the Commissioners for contacting him with their preferences for the new committees. He distributed the 2017-2018 committee roster and announced the assignments.

Executive Committee

W. Scott Wilson (Chair)
Dr. Deborah Frison (Vice Chair)
Dwayne Probyn
Carol Zink

Academic Programs Committee

Dr. Joyce Simmons Colleen Adam Dr. Deborah Frison Dr. John Bernthal Mary Lauritzen

Budget, Construction, and Financial Aid Committee

Dr. Ron Hunter Colleen Adam Dwayne Probyn Gwenn Aspen Dr. John Bernthal

Planning and Consumer Information Committee

Mary Lauritzen
Gwenn Aspen
Carol Zink
Dr. Joyce Simmons
W. Scott Wilson

A chair for each committee will be decided upon at the next committee meetings.

Chair Wilson presented outgoing Chair Zink with plaque

Chair Wilson presented outgoing Commission Chair Carol Zink with a plaque from the Commissioners and staff in sincere appreciation of her dedicated service as Chair of the Coordinating Commission from July 1, 2015, to June 30, 2017.

Chair Wilson discussed formal executive director evaluation

Chair Wilson thanked Dr. Baumgartner for meeting with him

Dr. Baumgartner reported on out-ofservice area authorizations Chair Wilson reported that the Commissioners would like to create a more formal evaluation of the executive director's position. This issue will be brought to and discussed at the next executive committee meeting.

Chair Wilson thanked Dr. Michael Baumgartner, Executive Director, for meeting with him to assist with expectations of his new position as Chair of the Commission.

EXECUTIVE DIRECTOR'S REPORT

Dr. Baumgartner reported that the following out-of-service area applications have been authorized:

- Offered by University of Nebraska at Omaha Traditional delivery at Crete High School in Crete, NE
 - Spanish 2120, Intermediate Spanish II (3 cr.)
 Continuous authorization
- Offered by University of Nebraska at Omaha Traditional delivery at Raymond Central High School in Raymond, NE
 - Sociology 1010, Intro to Sociology (3 cr.)
 Continuous authorization
- 3. Offered by University of Nebraska at Omaha Traditional delivery at Lincoln East High School in Lincoln, NE
 - Geography 1020, Intro to Human Geography (3 cr.)
 Continuous authorization
- Offered by University of Nebraska at Omaha Traditional delivery at McCook Senior High School in McCook. NE
 - English 1010, Intro to Genre Studies: Prose (3 cr.) Continuous authorization
- Offered by University of Nebraska at Omaha Traditional delivery at McCook Senior High School in McCook, NE
 - English 1020, Intro to Genre Studies: Poetry, Drama & Film (3 cr.)
 Continuous authorization
- Offered by Western Nebraska Community College Interactive two-way video originated at Banner County High School in Harrisburg, NE
 - Delivered to Elba High School in Elba, NE
 - ENGL 1010, English Composition I (3 cr.)
 First Semester

Out-of-service area authorizations continued

- 7. Offered by Western Nebraska Community College Interactive two-way video originated at Banner County High School in Harrisburg, NE Delivered to Elba High School in Elba, NE
 - ENGL 1550, English Composition II (3 cr.)
 Second Semester
- 8. Offered by Central Community College Interactive two-way video originated at Central City High School in Central City, NE Delivered to Exeter-Milligan High School in Exeter, NE
 - MATH 1600 Analytic Geometry/Calculus I (5 cr.) 8/22/17-5/4/18
- Offered by Central Community College Interactive two-way video originated at CCC Delivered to Deshler High School in Deshler, NE
 - MATH 1600 Calculus I (5 cr.) 8/22/17-12/15/17
- Offered by Central Community College Interactive two-way video originated at CCC Delivered to Elgin High School in Elgin, NE
 - PSYC 1810 Introduction to Psychology (3 cr.) 8/23/17-12/15/17
- 11. Offered by Central Community College Interactive two-way video originated at Humphrey High School in Humphrey, NE Delivered to Pope John High School in Elgin, NE
 - ENGL 1010 English Composition (3 cr.) 8/23/17-12/15/17
- 12. Offered by Central Community College Interactive two-way video originated at Humphrey High School in Humphrey, NE

Delivered to Madison High School in Madison, NE

 ENGL 1010 English Composition (3 cr.) 8/23/17-12/15/17

Kadi Lukesh presented fourth quarter budget report

Dr. Baumgartner introduced Kadi Lukesh, Budget Coordinator & Office Manager, to present the fourth quarter budget report. Ms. Lukesh noted the remaining balances will be used to pay bills from last year from the general fund. The cash and federal funds will remain and are interest-bearing accounts. Ms. Lukesh expressed her appreciation to CCPE staff for becoming more efficient and curbing spending. For example, instead of buying new computers we purchased new hard drives, and also the rarely used fax machine line was eliminated. Ms. Lukesh noted this will be the last report on the Oral Health Training Program. She gave updates on the

Nebraska Opportunity Grant Program (NOG), and the Access College Early Scholarship (ACE). Ms. Lukesh and Gary Timm, Chief Finance & Administrative Officer, answered questions from the Commissioners.

Dr. Baumgartner discussed meetings he recently attended

Dr. Baumgartner reported that he attended the Education Commission of the States (ECS) meeting in San Diego in June and the SHEEO meeting in July, noting that the ECS conference is paid for through the State of Nebraska's annual ESC dues. Attending the SHEEO meeting next year is going to be difficult due to the budget, however. Dr. Baumgartner noted that Kathleen Fimple, Academic Programs Officer, and Jason Keese, Public Information & Special Projects Coordinator returned yesterday from the SHEEO Policy Conference.

Dr. Baumgartner spoke about local presentations he has given

Dr. Baumgartner stated that in addition to a presentation at the ECS meeting, he has been giving local presentations. He was asked by Sen. Sue Crawford, chairwoman of the Legislature's Economic Development Task Force, to speak at the committee's July 14 meeting to give an overview of postsecondary issues pertaining to economic development and to give examples of how Nebraska could address the issues based on what other states are doing. He shared a handout of the potential state programs that his presentation covered. At the task force meeting Rich Katt, from the Nebraska Department of Education, gave a presentation on career education and career readiness standards, and a panel consisting of Dr. Tawana Grover, Superintendent of Grand Island Public Schools; Dr. Steve Elliott, Wayne State College: Chuck Schroeder, Executive Director of the Rural Futures Institute at UNL; Dr. Tom Pensabene, Metropolitan Community College; and Dr. James Linder from the University of Nebraska offered their perspectives on economic development and educational issues the state is facing.

Dr. Baumgartner discussed EducationQuest

Dr. Baumgartner stated this week he was invited to present to the EducationQuest Board of Directors focusing on what the Commission does, some of the key issues facing postsecondary education in Nebraska, the progress of the ACE, NOG, and Gap programs, and the FAFSA completion project, which EducationQuest promotes throughout the state. He noted Nebraska students are lucky to have EducationQuest working with them to complete the FAFSA and prepare for college.

Upcoming meetings Dr.
Baumgartner will be attending

Dr. Baumgartner noted he has several meetings coming up with legislative staff and will be meeting with Sen. Kate Bolz to talk about the Gap Assistance Program. Also, he will meet with Cheryl Wolff from the Governor's Policy Office.

Dr. Baumgartner met with new chair Wilson

Dr. Baumgartner stated that he met with newly appointed chair W. Scott Wilson and thanked him for hosting him last week in his home so they could discuss the upcoming year.

Public Comment on Matters of General Concern

PUBLIC COMMENT ON MATTERS OF GENERAL CONCERN

There was no testimony on Matters of General Concern.

Chair Wilson closed the public hearing on Matters of General Concern.

Public Hearing on Academic Programs Committee Items

Dr. David Jackson, University of Nebraska

Dr. Scott Moats, Crown College

PUBLIC HEARING ON ACADEMIC PROGRAMS COMMITTEE ITEMS

Dr. David Jackson, Vice Provost at the University of Nebraska, came forward to report that representatives were present to discuss and answer questions on the proposed Athletic Training program and the Nebraska Food for Health Center proposal. Dr. Jackson stated he would like to show his appreciation to the Commissioners and staff for sending a reminder letter about out-of-area authorizations related to NCTA.

Dr. Scott Moats, Provost/Vice President of Academic Affairs at Crown College, noted he is originally from Nebraska and appreciates the opportunity to come back in support of and to answer questions regarding Crown College's recurrent authorization to operate in Nebraska. He noted Crown College is a Christian liberal arts school offering majors in business, nursing, humanities for liberal arts, as well as their primary function to educate clergy. Currently Crown College is in partnership with Christ Community Church in Omaha. The proposal is to offer four courses of the master's degree program with face-to-face classes at the church. The students who would enroll already have a degree, making this graduate education, where they intern at the church and take additional online courses from Crown College in pastoral ministry.

Chair Wilson closed the public hearing on Academic Programs Committee Items.

Commissioner Frison acknowledged APC committee members and staff

ACADEMIC PROGRAMS COMMITTEE

Commissioner Frison, Committee Chair, acknowledged committee members and staff that participated in the recent Academic Programs Committee conference call.

University of Nebraska at Kearney

Dr. Fimple presented the program

<u>University of Nebraska at Kearney – Proposal for a New Instructional Program - Athletic Training (master's)</u>

Dr. Fimple presented the proposal, giving background information and stating that the Commission on Accreditation of Athletic Training Education (CAATE) recently determined that athletic training programs should be moved to the graduate level by 2022. The proposed degree would give students two options: a traditional two-year master's program or a five-year professional program, both leading to the Master of Athletic Training degree. The proposed five-year program could incorporate a degree in another field including education, that could meet the need for athletic trainers with a teaching degree in Nebraska schools. Dr. Fimple noted the university reported a high placement rate for graduates of the athletic training program, and other institutions that currently offer athletic

training programs will likely be seeking accreditation for a master's program before 2022.

Scott Unruh, University of Nebraska at Kearney

Dr. David Jackson, University of Nebraska

APC Committee recommendation

University of Nebraska at Kearney Proposal for a New Instructional Program – Athletic Training (master's) approved

University of Nebraska Medical Center

Dr. Fimple presented the proposal

Dr. John Sparks, UNMC

APC Committee recommendation

University of Nebraska Medical Center Proposal for a New Organizational Unit – Child Health Research Institute approved Scott Unruh, Professor, Kinesiology and Sports Sciences at the University of Nebraska at Kearney, answered questions from the Commissioners, noting there are a significant number of women in the athletic training program at UNK. Dr. Unruh and Dr. Jackson discussed the projected costs and anticipated revenues of the program, the competencies and efficiencies, and the number of graduates anticipated in the coming years.

Commissioner Frison stated the Committee recommendation is to approve the program, with the first program review due June 30, 2022.

Commissioner Frison, on behalf of the Academic Programs Committee, moved to approve the University of Nebraska at Kearney's Proposal for a New Instructional Program – Athletic Training (master's). A roll call vote was taken. All seven Commissioners present voted yes. The motion carried.

<u>University of Nebraska Medical Center – Proposal for a New Organizational Unit – Child Health Research Institute</u>

Dr. Fimple presented the proposal, stating this institute comes out of the UNMC relationship with Children's Hospital, creating pediatric cutting-edge research teams that could focus on cancer, rare, cardiovascular, and infectious diseases. UNMC would collaborate with UNL and UNO, along with other participating entities, including the Fred & Pamela Buffet Cancer Center and Munroe-Meyer Institute for Genetics and Rehabilitation. Dr. Fimple noted the budget is a large undertaking due to adding around 100 doctors and 25 scientists over the next five years. There are endowments and other external funding sources that will support the proposal, and existing facilities at UNMC are sufficient for establishing the institute.

Dr. John Sparks, Associate Dean for Pediatric Affairs; Chair, Department of Pediatrics; and Professor, Pediatric Administration at UNMC, answered Commissioners' questions, noting this institute will expand opportunities for graduate and post-doctoral students. He said approximately 20 doctors have been coming to UNMC every year, so adding 100 over the next five years is a reachable goal and will bring talent and experience to the medical community.

Commissioner Frison stated the Committee recommendation is to approve the program. Approval of the Center does not constitute approval of any new programs now nor in the future.

Commissioner Frison, on behalf of the Academic Programs
Committee, moved to approve the University of Nebraska Medical
Center's Proposal for a New Organizational Unit – Child Health
Research Institute. A roll call vote was taken. All seven
Commissioners present voted yes. The motion carried.

University of Nebraska Medical Center

Dr. Fimple presented the proposal

Dr. Chris Kratochvil, UNMC

APC Committee recommendation

University of Nebraska Medical Center Proposal for a New Organizational Unit – Global Center for Health Security approved

<u>University of Nebraska Medical Center – Proposal for a New</u> Organizational Unit – Global Center for Health Security

Dr. Fimple presented the proposal, stating that UNMC has received national attention because of its involvement in addressing the Ebola outbreak in 2014. The University's biodefense and health security capabilities were fortunately in place at the time, and the center that is being proposed would build on those existing capabilities and partnerships. This proposed center would bring together scientists and researchers from across campuses to work on biopreparedness collaboratively. Dr. Fimple discussed the projected costs and the list of grants and other funding sources for the center, reporting that no new or additional state funds would be needed.

Dr. Chris Kratochvil, Associate Vice Chancellor for Clinical Research from UNMC, answered Commissioner Lauritzens' question regarding the connection between Nebraska Medicine and UNMC. He stated there has always been an academic affiliation agreement between The Nebraska Medical Center, Bellevue Medical Center and UNMC Physicians – once three separate but interconnected organizations – who are now one operating under one name: Nebraska Medicine. UNMC/UNO Chancellor Jeffery D. Gold is also the President of the Board of Directors for Nebraska Medicine Clinical Enterprise. The newly integrated organization, allows Nebraska Medicine to strengthen its services by expanding collaboration among its partners and providing patients with increased access to physicians and licensed hospital beds as well as ambulatory clinics in Omaha and the surrounding area.

Nebraska Medicine will continue to serve as the primary clinical teaching partner for the University of Nebraska Medical Center and its health sciences programs. UNMC will remain a separate entity from Nebraska Medicine, but share a logo to more closely align the two organizations

Additionally, when Nebraska Medicine was formed, Dr. Kratochvil became its Vice President for Research, so he can bridge the clinical research piece with the University and Nebraska Medicine.

Commissioner Frison stated the Committee recommendation is to approve the center. Approval of the Center does not constitute approval of any new programs now nor in the future.

Commissioner Frison, on behalf of the Academic Programs
Committee, moved to approve the University of Nebraska Medical
Center's Proposal for a New Organizational Unit – Global Center for
Health Security. A roll call vote was taken. All seven Commissioners
present voted yes. The motion carried.

University of Nebraska-Lincoln

Dr. Fimple presented the proposal

Dr. Andrew Benson, University of Nebraska-Lincoln

APC Committee comment

University of Nebraska-Lincoln Proposal for a New Organizational Unit – Nebraska Food for Health Center approved

Crown College

Dr. Fimple presented the proposal

Dr. Moats, Crown College

APC Committee recommendation

<u>University of Nebraska-Lincoln – Proposal for a New Organizational</u> Unit – Nebraska Food for Health Center

Dr. Fimple presented the proposal, stating that the University of Nebraska has several existing programs that would participate in the new center, including agriculture and natural resources, arts and sciences, natural social sciences, biology/kinesiology and sports sciences. The purpose of the center would be to integrate all of these areas of study into a focused study of the linkage between food and health. The first five years would be established and operated in existing facilities and by existing faculty.

Dr. Andrew Benson, W. W. Marshall Distinguished Professor of Biotechnology and Professor, Department of Food Science and Technology at UNL, addressed Commissioners' questions regarding the coordination and role that the Institute of Agriculture and Natural Resources will have in the center, the future integration of the UNL Department of Nutrition department into the center, and how the University is looking at not only creating the food but working with commercialization of the food and how it relates to culture.

The Committee comment: While the budget is quite large, much of the revenue to support the center comes from grants. The proposal states that growth would be dependent on philanthropic and grant support. Commissioner Frison stated the Committee recommendation is to approve the Nebraska Food for Health Center. Approval of the Center does not constitute approval of any new programs or construction projects requiring Commission review now nor in the future.

Commissioner Frison, on behalf of the Academic Programs
Committee, moved to approve the University of Nebraska-Lincoln's
Proposal for a New Organizational Unit – Nebraska Food for Health
Center. A roll call vote was taken. All seven Commissioners present
voted yes. The motion carried.

<u>Crown College – St. Bonifacius, MN – Application for a Recurrent Authorization to Operate</u>

Dr. Fimple presented the proposal, noting that Crown College was previously approved but when statutes were rewritten in 2011, institutions had to reapply. Crown College did not re-apply because there was no demand for its program at that time.

Dr. Moats added this is a program for graduate students who are looking to move into a ministry profession. The students can graduate without debt by interning and working with Christ Community Church through grants and private funding.

Dr. Moats complimented Dr. Fimple for her extraordinary level of detail and acute memory during the application process.

Commissioner Frison read the Committee recommendation: Approve the recurrent authorization to operate, with the stipulation that Crown

College submits to the Commission its 2016-17 financial statements and the 2015-16 U.S. Department of Education review when available.

Institution: Crown College

Owner: Christian and Missionary Alliance Level of authorization: Authorized to offer courses at the

graduate level, limited to:

MIN 6210: Spiritual Formation for Ministry MIN 5512: Facilitating Spiritual Formation CST 6210: Theology of Leadership,

Vocation and Work

MIN 6698: Special Topics in Ministry

Leadership

Length of authorization: Five years (valid through August 15,

2022)

Reporting requirements: Annual reporting is required, with the first report due August 15, 2018. Forms are emailed to the institution prior to the due date and are available on the Commission's website.

Commissioner Frison, on behalf of the Academic Programs Committee, moved to approve Crown College's Application for a Recurrent Authorization to Operate. A roll call vote was taken. All seven Commissioners present voted yes. The motion carried.

<u>Sioux Falls Seminary – Application for Renewal of a Recurrent</u> Authorization to Operate

Dr. Fimple presented the proposal, stating that Sioux Falls Seminary was unable to have a representative at the Commission meeting. Dr. Fimple noted various actions that have been taken in previous years due to the seminary's financial instability. Sioux Falls Seminary was put on probation in 2014 by the Higher Learning Commission, with the probation being removed in 2016. She noted fluctuating composite financial scores since 2006-07 that show improvement in 2015-16. In the most recent audit, it was noted that the financial health of the institution is improving, but there are still concerns with the amount of debt it is carrying. Several Commissioners expressed their concerns about the financial stability of the institution. Gary Timm noted that in the past three years there has been a financial improvement, with this last year's income exceeding expenses by \$800,000. Dr. Baumgartner clarified that since Sioux Falls Seminary provided an irrevocable letter of credit, required by the U.S. Department of Education, they are allowed to participate in federal Title IV programs.

Commissioner Frison read the Committee recommendation: Approve the renewal of the recurrent authorization to operate with the conditions listed below:

Crown College Application for a Recurrent Authorization to Operate approved

Sioux Falls Seminary

Dr. Fimple presented the proposal

Gary Timm, Chief Finance & Administrative Officer

APC Committee recommendation

Institution: Sioux Falls Seminary

Owner: Board of Trustees, North American Baptist

Seminary, d/b/a Sioux Falls Seminary

(a non-profit organization)

Authorized to offer one or more complete Level of authorization:

degree programs at the master's and doctoral level, limited to the Master of

Divinity and the Doctor of Ministry

Length of authorization: Five years (valid through August 31, 2022)

Conditions: Sioux Falls Seminary shall:

> 1) submit its annual audited financial statements and DOE reviews when they become available, and

2) notify the Commission of any actions taken by the U.S. Department of Education, the Higher Learning

Commission, or the institution's primary

lender.

Other reporting requirements: Annual reports from all institutions are required. The next report is due August 15, 2018.

Sioux Falls Seminary Application for Renewal of a Recurrent Authorization to Operate approved

Commissioner Frison, on behalf of the Academic Programs Committee, moved to approve Sioux Falls Seminary's Application for Renewal of a Recurrent Authorization to Operate. A roll call vote was taken. Commissioner Probyn abstained, Commissioner Simmons voted no, and the remaining five Commissioners voted yes. If was verified that a majority of the quorum was needed for the motion to pass. Having such, the motion carried.

Mid-Plains Community College

Instructional Program - Heating, Ventilation, and Air Conditioning

Mid-Plains Community College – Follow-up Report on an Existing

Dr. Fimple presented the report

Dr. Fimple presented the follow-up report, stating that this program has a history of low productivity. Since it is the only program available in the western part of the state, in 2014 the Commission encouraged the college to enhance its recruiting efforts and reach out to the community to meet the strong need for HVAC graduates. As a result, an advisory committee was established, the curriculum was modified, and a scholarship program was put into place.

APC Committee recommendation

Commissioner Frison stated that Committee recommends to continue the program, with the next regular program review due June 30, 2018.

Mid-Plains Community College Follow-up Report on an Existing Instructional Program approved

Commissioner Frison, on behalf of the Academic Programs Committee, moved to approve Mid-Plains Community College's Follow-up Report on an Existing Instructional Program – Heating, Ventilation, and Air Conditioning. A roll call vote was taken. All seven Commissioners present voted yes. The motion carried.

Report on Reasonable and Moderate Extensions, Discontinued Programs, Program Degree Change, and Program Name Change

Reasonable and Moderate Extensions

A. Reasonable and Moderate Extensions

- 1. UNO Biomedical Science (graduate certificate)
- UNMC Dual/Primary Care/Acute Care Pediatric Nurse Practitioner (graduate certificate)
- 3. UNL & UNK Educational Administration Joint Doctorate (EdD)

Discontinued Programs

B. <u>Discontinued Programs</u>

- MPCC Occupational Studies (AOS, diploma, certificate)
- 2. UNL Great Plains Studies (BA, BS)

Program Degree Change

C. Program Degree Change

1. UNO – Black Studies (delete BA, new degree BS)

Program Name Change

D. Program Name Change

1. UNO – American Government (graduate certificate) to Government (graduate certificate)

Chair Wilson called for a break at 10:38 a.m. The meeting resumed at 10:53 a.m.

Public Hearing on Budget, Construction, and Financial Aid Committee Items

Bill Hitesman, Central Community College – Hastings

PUBLIC HEARING ON BUDGET, CONSTRUCTION, AND FINANCIAL AID COMMITTEE ITEMS

Bill Hitesman, Campus President of CCC in Hastings, stated that he along with Joel King, Vice President of Administrative Services; Craig Boroff, College Facilities and Construction Manager; and Dr. Nate Allen, Dean of Skilled and Technical Sciences, were present to seek the support and approval of the Commission for the Hamilton Building Advanced Manufacturing and Welding Addition and Renovation on the CCC Hastings campus.

Chair Wilson closed the public hearing on Budget, Construction, and Financial Aid Committee Items.

Commissioner Simmons acknowledged BCF committee and staff

BUDGET, CONSTRUCTION, AND FINANCIAL AID COMMITTEE

Commissioner Simmons, in Commissioner Adam's absence, acted as chair for the Budget, Construction, and Financial Aid Committee. She thanked the Commissioners on the committee for their participation at the recent committee meeting.

Central Community College – Hastings Campus

Mr. Wemhoff presented the project proposal

Craig Boroff, Central Community College

Dr. Nate Allen, Central Community College

Mr. Bill Hitesman, Central Community College

Mr. Joel King, Central Community College

Commissioner Simmons commented

BCF Committee recommendation

Central Community College / Hastings Campus – Hamilton Building Advanced Manufacturing and Welding Addition and Renovation approved

<u>Central Community College / Hastings Campus – Capital</u> <u>Construction Project - Hamilton Building Advanced Manufacturing</u> <u>and Welding Addition and Renovation</u>

Mike Wemhoff, Facilities Officer, presented the project proposal, noting that the CCC Hastings campus is proposing to add to and renovate the eastern portion of the Hamilton Building. The project would relocate most of the Advanced Manufacturing and Design Technology (AMDT) program into the Hamilton Building addition. The Welding Technology program would then expand into vacated AMDT space. The Hamilton building is a solid structure built in 1943. The proposed addition would provide expanded space for both the AMDT and Welding Technology programs. Mr. Wemhoff stated the cost of the project would be around \$10.3 million with the majority of funds coming from the capital improvement property tax levy and \$3 million in private donations. CCC Hastings Campus has seen an increase in enrollment in the two programs involved in the project. Future enrollment appears promising since several area high schools focus on meeting the needs of business and industry through Career Pathways programs.

Mr. Boroff answered Commissioners' questions related to square-foot costs and the age and durability of the Hamilton building requiring special building materials for the renovation and addition. Dr. Allen noted there are many students in a very small space, which is becoming a safety issue. With the success of Career Pathways, they are evaluating how they can accommodate working with more students and more equipment than ever before. Mr. Hitesman and Mr. King discussed the enthusiasm of the community regarding the project, the increased number of females in the field, and the costs and funding of the project. Upon graduating from the AMDT welding technology, construction technology, and drafting and design technology programs, students have many job options available to them.

Commissioner Simmons noted that Commissioner Adam from Hastings could not be at the meeting but wanted the Commission to know that she has seen much community enthusiasm for the college and this project. Commissioner Simmons thanked representatives from CCC who took the time to attend the meeting and answer Commissioners' questions.

Commissioner Simmons stated the Committee recommendation is to approve the capital construction project proposal.

Commissioner Simmons, on behalf of the Budget, Construction, and Financial Aid Committee, moved to approved the Central Community College / Hastings Campus' Capital Construction Project – Hamilton Building Advanced Manufacturing and Welding Addition and Renovation. A roll call vote was taken. All seven Commissioners present voted yes. The motion carried.

Nebraska Opportunity Grant Allocations Report for 2017-2018

Mr. Timm presented the report

Nebraska Opportunity Grant (NOG) Allocations Report for 2017-2018

Gary Timm, filling in for J. Ritchie Morrow, Financial Aid Officer, presented the 2017-2018 Nebraska Opportunity Grant Allocations Report. The Legislature has provided additional spending authority of \$500,000 in funds from the Nebraska Lottery this year and next year. These additional funds will provide approximately 400 scholarships per year. Mr. Timm spoke on the 2017-2018 allocations for each sector, noting each institution provides the Commission with an FTE count of eligible Nebraska students. A formula dictates how much each institution is allocated. The report provided comparison charts from previous years. Mr. Timm answered Commissioners' questions.

Next Commission meeting is October 12, 2017

FUTURE MEETINGS

The next Commission meeting will be Thursday, October 12, 2017, at Central Community College, Hastings Campus, Hastings, Nebraska.

Commissioners Lauritzen and Probyn commented

COMMISSIONER COMMENTS

Commissioners Lauritzen and Probyn commented on recent articles of interest.

Meeting adjourned at 11:34 a.m.

ADJOURNMENT

Chair Wilson adjourned the meeting at 11:34 a.m.

Quarterly Report as of September 30, 2017

Administrative Funds (Program 640)

	2017-2018	2017-2018	Balance	% of Budget
	Appropriations	Current	Remaining	Expended
	<i></i>	Expenditures		Time Elapsed
		•		25.00%
PERSONAL SERVICES	·	-		
Permanent Salaries	\$848,118	\$200,269	\$647,849	23.6%
Subtotal	\$848,118	\$200,269	\$647,849	23.6%
PSL	\$848,118			
Benefits	\$231,294	\$60,268	\$171,026	26.1%
Subtotal	\$1,079,412	\$260,537	\$818,875	24.1%
OPERATING EXPENSES				
Postage	\$2,621	\$309	\$2,312	11.8%
Communication	\$14,654	\$2,342	\$12,312	16.0%
Freight	\$200	\$0	\$200	0.0%
Data Processing	\$26,984	\$13,322	\$13,662	49.4%
Publication & Printing	\$9,763	\$1,563	\$8,200	16.0%
Awards Expense	\$225	\$25	\$200	11.1%
Dues & Subscriptions	\$5,000	\$0	\$5,000	0.0%
MHEC Dues	\$115,000	\$115,000	\$0	100.0%
Conference Registration Fees	\$1,000	\$0	\$1,000	0.0%
Electricity	\$2,745	\$759	\$1,986	27.7%
Rent Expense	\$51,706	\$11,816	\$39,890	22.9%
Office Supplies	\$2,966	\$1,207	\$1,759	40.7%
Non-Capitalized Equipment	\$500	\$31	\$469	6.3%
Food Expenses	\$4,004	\$422	\$3,582	10.5%
Education Supplies	\$750	\$0	\$750	0.0%
Account & Auditing Services	\$4,325	\$4,325	\$0	100.0%
Purchasing Assessment	\$424	\$216	\$208	50.9%
HRMS Assessment	\$743	\$186	\$557	25.0%
Insurance Expense	\$200	\$0	\$200	0.0%
Other	\$834	\$125	\$709	15.0%
Subtotal	\$244,644	\$151,648	\$92,996	62.0%
STAFF TRAVEL				
Board & Lodging	\$2,074	\$691	\$1,383	33.3%
Commercial Transportation	\$577	-\$191	\$768	-33.1%
State-Owned Transportation	\$1,000	\$259	\$741	25.9%
Mileage	\$500	\$86	\$414	17.2%
Other	\$329	\$108	\$221	32.8%
Subtotal	\$4,480	\$953	\$3,527	21.3%
COMMISSIONER TRAVEL				
Board & Lodging	\$3,500	\$0	\$3,500	0.0%
Commercial Transportation	\$0	\$0	\$0	0.00%
Mileage	\$9,500	\$265	\$9,235	2.8%
Other	\$200	\$0	\$200	0.0%
Subtotal	\$13,200	\$265	\$12,935	2.0%
TOTAL EXPENDITURES	\$1,341,736	\$413,403	\$928,333	30.8%
Constal Fund	M4 000 740	*	# 000 070	
General Fund	\$1,300,713	\$407,741	\$892,972	
Cash Fund	\$35,000	\$5,662	\$29,338	
Federal Fund	\$6,023	\$0	\$6,023	
Total	\$1,341,736	\$413,403	\$928,333	69.2%

Note: The percentage of budget spent without including the MHEC dues is 24.2%. The MHEC dues are paid in full (\$115,000) during the first month of the fiscal year.

Quarterly Report as of September 30, 2017

Nebraska Opportunity Grant Program (NOG)

	2017-2018 Appropriations	2017-2018 Current Expenditures	Balance Remaining	% of Budget Expended Time Elapsed 25.00%
GOVERNMENT AID				
Other Government Aid	\$17,448,302	\$5,675,185	\$11,773,117	32.5%
TOTAL EXPENDITURES	\$17,448,302	\$5,675,185	\$11,773,117	32.5%
General Fund	\$6,868,156	\$0	\$6,868,156	
Cash Fund	\$10,580,146	\$5,675,185	\$4,904,961	
Total	\$17,448,302	\$5,675,185	\$11,773,117	67.5%

Improving Teacher Quality (ITQ) Grant

	2017-2018 Appropriations	2017-18 Current Expenditures	Balance Remaining	% of Budget Expended Time Elapsed 25.00%
PERSONAL SERVICES				
Permanent Salaries	\$18,834	\$3,063	\$15,771	16.3%
Subtotal	\$18,834	\$3,063	\$15,771	16.3%
PSL	\$18,834			
Benefits	\$6,194	\$975	\$5,219	15.7%
Subtotal	\$25,028	\$4,038	\$20,990	16.1%
OPERATING EXPENSES				
Communication	\$100	\$0	\$100	0.0%
Data Processing	\$50	\$0	\$50	0.0%
Dues & Subscriptions	\$500	\$0	\$500	0.0%
Auditing Services	\$500	\$460	\$40	92.0%
Subtotal	\$1,150	\$460	\$690	40.0%
STAFF TRAVEL				
Board & Lodging	\$1,324	\$136	\$1,188	10.3%
Commercial Transportation	\$200	\$22	\$178	11.0%
State-Owned Transportation	\$250	\$0	\$250	0.0%
Mileage	\$50	\$37	\$13	74.0%
Misc. Travel	\$50	\$39	\$11	78.0%
Subtotal	\$1,874	\$234	\$1,640	12.5%
GOVERNMENT AID				
Subrecipient Payment	\$373,685	\$107,835	\$265,850	28.9%
TOTAL EXPENDITURES	\$401,737	\$112,567	\$289,170	28.0%
Federal Fund	\$401,737	\$112,567	\$288,966	
Total	\$401,737	\$112,567	\$288,966	72.0%

Quarterly Report as of September 30, 2017

Community College GAP Program

	2017-2018 Appropriations	2017-18 Current Expenditures	Balance Remaining	% of Budget Expended Time Elapsed 25.00%
PERSONAL SERVICES				
Permanent Salaries	\$60,000	\$4,007	\$55,993	6.7%
Subtotal	\$60,000	\$4,007	\$55,993	6.7%
PSL	\$60,000			
Benefits	\$24,666	\$697	\$23,969	2.8%
Subtotal	\$84,666	\$4,704	\$79,962	5.6%
OPERATING EXPENSES				
Data Processing	\$1,000	\$0	\$1,000	0.0%
Pub. & Printing	\$600	\$0	\$600	0.0%
Non-Capitalized Equipment	\$2,000	\$0	\$2,000	0.0%
Subtotal	\$3,600	\$0	\$1,000	0.0%
STAFF TRAVEL				
Personal Vehicle Mileage	\$200	\$0	\$200	0.0%
GOVERNMENT AID				
Other Government Aid	\$1,614,363	\$237,802	\$1,376,561	14.7%
TOTAL EXPENDITURES	\$1,702,629	\$242,506	\$1,457,523	14.2%
Cash Fund	\$1,702,629	\$242,506	\$1,460,123	
Total	\$1,702,629	\$242,506	\$1,460,123	83.4%

Access College Early Scholarship (ACE)

	2017-2018 Appropriations	2017-2018 Current Expenditures	Balance Remaining	% of Budget Expended Time Elapsed 25.00%
GOVERNMENT AID				
Other Government Aid	\$989,315	\$31,827	\$957,488	3.2%
TOTAL EXPENDITURES	\$989,315	\$31,827	\$957,488	3.2%
General Fund	\$989,315	\$31,827	\$957,488	
Total	\$989,315	\$31,827	\$957,488	96.8%

Changes to Nebraska Administrative Code (NAC) Title 281 Chapter 7 and new Chapter 8

Background

During the 2017 Nebraska Legislative session, LB 123 was proposed by Sen. Pansing Brooks. It established the Guaranty Recovery Cash Fund to assist students attending for-profit institutions that close unexpectedly. Incorporated into LB 512, the bill passed with the Commission as the administrator. The Fund is included as part of the Postsecondary Institution Act, originally passed in 2011, that identifies procedures for approval and monitoring of postsecondary institutions in the state.

Description

When new legislation is passed, the state agency responsible for implementing it must develop rules to guide implementation. The first document following this page is the timeline for rule development.

Following the timeline is a draft of NAC Title 281 Chapter 7 that governs the Postsecondary Institution Act. LB 512 changed some of the language in the original Postsecondary Institution Act (primarily tweaks to definitions) so a revision to Chapter 7 is needed to keep definitions consistent.

The last document is Chapter 8, a new rule that will govern the procedures for administering the Guaranty Recovery Cash Fund.

Staff Recommendation

Approve Nebraska Administrative Code Title 281 Chapter 8 and revisions to Nebraska Administrative Code 281 Chapter 7.

PROPOSED TIMELINE FOR NEW GUARANTY RECOVERY CASH FUND RULE (Chapter 8) AND REVISIONSTO CHAPTER 7 (definitions)

September 1, 2017	Send Rule 8 to for-profit sector and Rule 7 to all sector representatives for comment
September 18, 2017	Deadline for institutional comments for Rules 7 and 8*
September 19 – 20, 2017	Consider institutional suggestions, revise rules if needed, and resend if there are substantive changes
September 22, 2017	Mail to Academic Programs Committee
September 29, 2017	Academic Programs Committee consideration of Guaranty Recovery Cash Fund rule and revisions to Rule 7 due to definition changes/additions to §85-2403 and §85-2405
October 5, 2017	Mail to full Commission
October 12, 2017	Commission meeting to vote on rules
November 1 – December 1, 2017	Publish notice of public hearing in newspaper (30 days required)
January 4, 2018	Public hearing on adoption of Rule 8 and revisions to Rule 7
January 8 - 9, 2018	Mail to Academic Programs Committee
January 15 - 16, 2018	Academic Programs Committee consideration of adoption of Rule 8 and revisions to Rule 7 with any minor changes resulting from hearing
January 18, 2018	Mail to full Commission
January 25, 2018	Commission meeting to vote on final rules
February 2018	 Submit documents to Attorney General, Governor's Office, and Secretary of State Await review

^{*}One response was received from a private, non-profit institution. They had no concerns.

NEBRASKA ADMINISTRATIVE CODE

TITLE 281 - COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 7 – RULES AND REGULATIONS FOR THE POSTSECONDARY INSTITUTION ACT

TITLE 281 - COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 7 – RULES AND REGULATIONS FOR THE POSTSECONDARY INSTITUTION ACT

NUMERICAL TABLE OF CONTENTS

SUBJECT	STATUTORY AUTHORITY COD	E SECTION
Authorization to Operate	Neb. Rev. Stat. §§ 85-2403, 85-2405, 85-2407, 85-2408, 85-2412	001
Statutory Authority	Neb. Rev. Stat. §§ 85-1411, 85-2405, 85-2406	002
Definitions	Neb. Rev. Stat. § 85-2403, 85-2405, 85-2412, 85-2415	003
Application	Neb. Rev. Stat. §§ 85-2405, 85-2408, 85-2416	004
Application Procedure	Neb. Rev. Stat. §§ 85-2405, 85-2416	005
Minimum Standards for Authorization to Operate	Neb. Rev. Stat. § 85-2402, 85-2406	006
Minimum Standards for Participation in an Interstate Reciprocity Agreement	Neb. Rev. Stat. § 85-2405	007
Public Hearing – New Campus	Neb. Rev. Stat. § 85-2412	008
Commission Action	Neb. Rev. Stat. §§ 85-2405, 85-2412, 85-2413, 85-2415	009
Reporting	Neb. Rev. Stat. § 85-2405	010
Activities Requiring Commission Notification	Neb. Rev. Stat. § 85-2405	011
Violation of the Postsecondary Institution Act	Neb. Rev. Stat. §§ 85-2405, 85-2406, 85-2414, 85-2418, 85-2420, 85-2421	012
Right to Appeal	Neb. Rev. Stat. §§ 85-2417, 85-2419	013
Related Chapter	Neb. Rev. Stat. §§ 85-2405, 85-2422	014

TITLE 281 – COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 7 – RULES AND REGULATIONS FOR THE POSTSECONDARY INSTITUTION ACT

ALPHABETICAL TABLE OF CONTENTS

SUBJECT	STATUTORY AUTHORITY	CODE SECTION
Activities Requiring Commission Notification	Neb. Rev. Stat. § 85-2405	011
Application	Neb. Rev. Stat. §§ 85-2405, 85-2408, 85-24	116 004
Application Procedure	Neb. Rev. Stat. §§ 85-2405, 85-2416	005
Authorization to Operate	Neb. Rev. Stat. §§ 85-2403, 85-2405, 85-2407, 85-2408, 85-2412	001
Commission Action	Neb. Rev. Stat. §§ 85-2405, 85-2412, 85-2413, 85-2415	009
Definitions	Neb. Rev. Stat. § 85-2403, 85-2405, 85-2412, 85-2415	003
Minimum Standards for Authorization to Operate	Neb. Rev. Stat. § 85-2402, 85-2406	006
Minimum Standards for Participation in an Interstate Reciprocity Agreement	Neb. Rev. Stat. § 85-2405	007
Public Hearing – New Campus	Neb. Rev. Stat. § 85-2412	008
Related Chapter	Neb. Rev. Stat. §§ 85-2405, 85-2422	014
Reporting	Neb. Rev. Stat. § 85-2405	010
Right to Appeal	Neb. Rev. Stat. §§ 85-2417, 85-2419	013
Statutory Authority	Neb. Rev. Stat. §§ 85-1411, 85-2405, 85-24	106 002
Violation of the Postsecondary Institution Act	Neb. Rev. Stat. §§ 85-2405, 85-2406, 85-2414, 85-2418, 85-2420, 85-2421	012

TITLE 281 - COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 7 – RULES AND REGULATIONS FOR THE POSTSECONDARY INSTITUTION ACT

001. AUTHORIZATION TO OPERATE

- <u>001.01.</u> Any postsecondary institution intending to operate in the State of Nebraska by establishing a physical presence in this state must receive an authorization to operate from the Commission.
- <u>001.02.</u> Unless otherwise specified in an interstate reciprocity agreement, the provisions of this chapter shall not apply to:
 - <u>001.02(A).</u> Any institution or organization which offers education or instruction and which is licensed and regulated solely by an agency of the federal government with respect to curriculum and qualifications of instructional staff;
 - <u>001.02(B)</u>. Any private postsecondary career school as defined in the Private Postsecondary Career School Act, except for purposes of interstate reciprocity agreements for the provision of postsecondary distance education across state boundaries entered into and administered pursuant to subsections (5) and (6) of section 85-2405:
 - <u>001.02(C)</u>. Institutions solely offering a short course or seminar if instruction for the short course or seminar takes no more than twenty classroom hours and the institution offers no more than two courses as defined by the commission in a calendar year;
 - <u>001.02(D)</u> Institutions offering courses or programs on a military installation solely for military personnel or civilians employed on such installation;
 - <u>001.02(E).</u> An educational experience arranged for an individual student, such as a clinical, practicum, residency, or internship;
 - <u>001.02(F)</u>. Institutions offering courses exclusively online or through the United States mail or similar delivery service which do not require the physical meeting of a student with instructional staff; or
 - <u>001.02(G)</u>. Institutions offering a course or program that requires students to physically meet in one location for instructional purposes not more than once during the course term.
- <u>001.03.</u> The following institutions shall be deemed to have an authorization to operate on a continuing basis:
 - <u>001.03(A).</u> All out-of-state public postsecondary institutions with a physical presence that for at least twenty academic years have continuously offered one or more four-year

undergraduate programs in Nebraska in compliance with state and federal law;

<u>001.03(B)</u>. All private postsecondary institutions with a physical presence that for at least twenty academic years, under the same ownership, have continuously offered one or more four-year undergraduate programs in Nebraska in compliance with state and federal law; and

001.03(C). All Nebraska public postsecondary institutions.

<u>001.04.</u> An institution with a recurrent authorization to operate may request authorization to operate on a continuing basis if it has, for at least twenty academic years under the same ownership, continuously offered one or more graduate or four-year undergraduate programs with a physical presence in Nebraska in compliance with state and federal law. The request shall take the form of a letter to the commission. The commission will review the request, which shall include any further information as required by the commission.

<u>002</u> <u>STATUTORY AUTHORITY.</u> This rule is adopted pursuant to authority vested in the Coordinating Commission for Postsecondary Education in Neb. Rev. Stat. §§ 85-1411, 85-2405, and 85-2406.

003. DEFINITIONS.

<u>003.01.</u> Authorization to operate means either an authorization to operate on a continuing basis or a recurrent authorization to operate.

<u>003.02.</u> Authorization to operate on a continuing basis means approval by the Commission to operate a postsecondary institution in this state without a renewal requirement.

<u>003.03.</u> Change of ownership means a change in the person, entity or governing body that has an ownership interest in an institution.

003.03(A). Change in ownership includes, but is not limited to, the following transactions:

003.03(A)(i) The sale or transfer to, or acquisition by, a new owner of all, or a substantial portion, of the institution's assets;

003.03(A)(ii) Stock transactions including Initial Public Offerings of stock as well as transactions wherein an individual, entity, or group acquires and controls 50 percent or more of the total outstanding shares of stock of the institution, or an individual, entity or group increases or decreases ownership or control of shares to greater or less than 50 percent of the total outstanding shares of the stock of the institution;

003.03(A)(iii). Change in corporate form, including, but not limited to, change from Sole Proprietorship to Partnership or Corporation, Limited Partnership to Corporation, Limited Liability Corporation to a Corporation, Not-for-Profit Corporation controlled by members to one controlled by a Board of Directors;

003.03(A)(iv). Any of the transactions in items 1 through 3 above involving a parent

corporation that owns 90 percent or more of the institution and controls the institution, or in any intermediate subsidiary of a parent corporation where that subsidiary has a controlling relationship to the institution and where the transaction may reasonably affect the control of the institution as determined by the commission or by the U.S. Department of Education.

<u>003.03(B).</u> Change in ownership does not include:

003.03(B)(i). A transfer of ownership or stock that occurs as a result of the retirement or death of an owner or stockholder if transfer is to a member of the owner's family who has been directly and constantly involved in the management of the institution for a minimum of two years preceding the transfer. For purposes of this section, a member of the owner's family is a parent, sibling, spouse, child or grandchild; spouse's parent or sibling; or sibling's or child's spouse.

003.03(B)(ii). The merger or consolidation of an institution with another institution holding a current authorization to operate from the commission.

<u>003.04.</u> Commission means the Coordinating Commission for Postsecondary Education.

003.05 Establishing a physical presence means:

<u>003.05(A).</u> Offering a course for college credit or a degree program in this state that leads to an associate, baccalaureate, graduate, or professional degree, including:

003.05(A)(i). Establishing a physical location in this state where a student may receive synchronous or asynchronous instruction; or

003.05(A)(ii). Offering a course or program that requires students to physically meet in one location for instructional purposes more than once during the course term; or

003.05(B). Establishing an administrative office in this state, including:

<u>003.05(B)(i)</u>. Maintaining an administrative office in this state for purposes of enrolling students, providing information to students about the institution, or providing student support services;

<u>003.05(B)(ii)</u>. Providing office space to staff, whether instructional or non- instructional staff; or

003.05(B)(iii). Establishing a mailing address in this state.

<u>003.05.</u> Executive director means the executive director of the commission or his or her designee.

<u>003.06</u> Executive director means the executive director of the commission or his or her designee.

003.06. For-profit postsecondary institution means any private postsecondary institution that is not exempt for federal tax purposes under section 501 (c) (3) of the Internal Revenue Code as defined in Neb. Rev. Stat. §49-801.01.

<u>003.07</u> Interstate reciprocity agreement means an arrangement among member states, districts, and/or territories that establishes comparable national or regional standards for offering postsecondary distance education courses and programs in member states.

The commission shall enter into such an agreement after consultation with the state department of education if such an agreement would include private postsecondary career schools and with postsecondary institutions upon which the agreement may have an impact.

<u>003.08.</u> Level of authorization to operate means the type of institutional offerings. The three levels shall be:

003.08(A). establish an administrative office,

003.08(B). offer less than a complete program, or

<u>003.08(C).</u> offer one or more complete programs.

<u>003.08(C)(i)</u>. The commission shall specify the academic degree level at which the institution is authorized by the commission to award credentials. These levels shall be less than associate, associate, baccalaureate, master's, and doctorate, and may be limited by the commission to certain programs or academic disciplines as defined by program title and/or CIP code (Classification of Instructional Programs from the U.S. Department of Education).

<u>003.09.</u> Nebraska public postsecondary institution means any public institution established, operated, and governed by this state or any of its political subdivisions that provides postsecondary education.

003.10. New campus means a facility

003.10A. that meets the following criteria:

<u>003.10(A)(i)</u>. Students can complete at least one full program (certificate, diploma, degree) at the location,

<u>003.10(A)(ii)</u>. The facility is either owned by an institution or under lease for a period of at least 5 years, and

<u>003.10(A)(iii)</u>. The location has its own faculty, administrative head, academic resources, and student services; or

<u>003.10(B).</u> that is deemed to be a new or branch campus by the institution's accrediting body.

<u>003.11.</u> Out-of-state public postsecondary institution means any public institution with a physical presence in Nebraska that is established, operated, and governed by another state or any of its political subdivisions and that provides postsecondary education.

003.12. Physical presence means:

- <u>003.12(A)</u>. Offering a course for college credit or a degree program in this state that leads to an associate, baccalaureate, graduate, or professional degree, including:
 - 003.12(A)(i). Establishing a physical location in this state where a student may receive synchronous or asynchronous instruction; or
 - <u>003.12(A)(ii)</u>. Offering a course or program that requires students to physically meet in one location for instructional purposes more than once during the course term; or
- <u>003.12(B).</u> Establishing an administrative office in this state, including:
 - 003.12(B)(i). Maintaining an administrative office in this state for purposes of enrolling students, providing information to students about the institution, or providing student support services;
 - <u>003.12(B)(ii)</u>. Providing office space to staff, whether instructional or non-instructional staff; or
 - 003.12(B)(iii). Establishing a mailing address in this state.
- <u>003.12.</u> Postsecondary institution means any private postsecondary institution, out-of-state public postsecondary institution, or Nebraska public postsecondary institution exempt from the Private Postsecondary Career School Act.
- 003.13 Postsecondary institution means any institution with a physical presence in Nebraska that provides postsecondary education and is exempt from the Private Postsecondary Career School Act.
- <u>003.13.</u> Private postsecondary institution means any Nebraska or out-of-state nonpublic postsecondary institution with a physical presence in Nebraska, including any for-profit or nonprofit Institution, that provides postsecondary education.
- <u>003.14.</u> Private postsecondary institution means any Nebraska or out-of-state nonpublic postsecondary institution, including any for-profit postsecondary institution or nonprofit Institution.
- <u>003.14.</u> Recurrent authorization to operate means approval by the commission to operate a postsecondary institution in this state, including establishing a new campus or an administrative office, until a renewal of such authorization is required.
 - <u>003.14(A).</u> Modification of a recurrent authorization to operate means approval by the commission of an institution holding a recurrent authorization to operate that seeks to

conduct activities outside the scope of its existing authorization, including, but not limited to, establishing a new campus and offering programs at a different level of authorization.

<u>003.14(B).</u> Renewal of a recurrent authorization to operate means approval by the commission of an institution previously authorized to operate at the time such authorization expires.

003.15. Recurrent authorization to operate means approval by the commission to operate a postsecondary institution in this state, including establishing a new campus or an administrative office, until a renewal of such authorization is required.

003.15(A). Modification of a recurrent authorization to operate means approval by the commission of an institution holding a recurrent authorization to operate that seeks to conduct activities outside the scope of its existing authorization, including, but not limited to, establishing a new campus and offering programs at a different level of authorization.

<u>003.15(B)</u>. Renewal of a recurrent authorization to operate means approval by the commission of an institution previously authorized to operate at the time such authorization expires.

004. APPLICATION

- <u>004.01.</u> Prior to establishing a physical presence in the state, any out-of-state public postsecondary institution or private postsecondary institution shall apply to the commission for a recurrent authorization to operate in the state.
- <u>004.02.</u> After receiving a recurrent authorization to operate in the state, any institution seeking to conduct activities outside the scope of its existing authorization must apply for a modification of the recurrent authorization to operate.
- <u>004.03.</u> After receiving a recurrent authorization to operate in the state, all institutions shall apply to the commission to renew their recurrent authorization to operate on a schedule specified by the commission, but at least 90 days prior to the expiration of the authorization. If an institution has satisfied the conditions identified in 001.04, it may request authorization to operate on a continuing basis rather than renewal.
- <u>004.04.</u> Any Nebraska public postsecondary institution, any private postsecondary institution that has its principal place of business in Nebraska, and any private postsecondary career school that has its principal place of business in Nebraska that wishes to participate in an interstate reciprocity agreement for providing postsecondary distance education shall apply to the commission for approval to participate in the agreement.

005. APPLICATION PROCEDURE.

<u>005.01.</u> Any institution seeking a recurrent authorization to operate, a modification of a recurrent authorization to operate, a renewal of a recurrent authorization to operate, or participation in an interstate reciprocity agreement shall complete the application form and pay the application fee. Copies of the application forms for a recurrent authorization to operate

- and modification or renewal of a recurrent authorization to operate shall be posted on the Commission's website. are included in appendices A, B, and C. Application to participate in an interstate reciprocity agreement shall be developed by the commission in accordance with the specifications of the interstate reciprocity agreement. The applicant will provide all information requested as a part of the application procedure before the application will be reviewed by the commission.
- <u>005.02.</u> A non-refundable fee for costs to review and evaluate applications shall be submitted with each application. Fees shall be set every two years at a regularly scheduled meeting of the commission and posted on the commission website. Re-submission of an application following its withdrawal by institutions seeking authorization or participation in an interstate reciprocity agreement requires an additional fee.
- <u>006.</u> <u>MINIMUM STANDARDS FOR AUTHORIZATION TO OPERATE.</u> An institution seeking a recurrent authorization to operate, a modification of a recurrent authorization to operate, or a renewal of a recurrent authorization to operate must demonstrate:
 - <u>006.01.</u> The financial soundness of the institution and its capability to fulfill its proposed commitments and sustain its operations.
 - <u>006.02.</u> The quality and adequacy of teaching faculty, library services, and support services.
 - <u>006.03.</u> The quality of the programs offered, including courses, programs of instruction, degrees, any necessary clinical placements, and the institution's ability to generate and sustain enrollment.
 - <u>006.04.</u> The specific locations where programs will be offered or planned locations and a demonstration that facilities are adequate at the locations for the programs to be offered.
 - <u>006.05.</u> Assurances regarding transfer of credits earned in the program to the main campus of such institution and clear and accurate representations about the transferability of credits to other institutions located in Nebraska and elsewhere.
 - <u>006.06.</u> Whether such institution and, when appropriate, the program, are fully accredited, or seeking accreditation, by an accrediting body recognized by the U.S. Department of Education.
 - <u>006.07.</u> The institution's policies and procedures related to students, including, but not limited to, recruiting and admissions practices, loan procedures, and tuition and fee policies.
 - <u>006.08.</u> The tuition refund policy for an institution that does not participate in federal financial aid programs described in Title IV of the federal Higher Education Act of 1965, 20 U.S.C. 1001 et seq., as such act existed on January 1, 2011.
 - 006.09. Any other standards deemed necessary by the commission.

- <u>007.</u> <u>MINIMUM STANDARDS FOR PARTICIPATION IN AN INTERSTATE RECIPROCITY AGREEMENT.</u> An institution seeking to participate in an interstate reciprocity agreement must demonstrate compliance with all specifications of the agreement as identified by the member states, districts, and/or territories, including:
 - <u>007.01.</u> The financial soundness of the institution.
 - <u>007.02.</u> Whether such institution is accredited by an accrediting body recognized by the U.S. Department of Education.
 - 007.03. Other requirements specified in the interstate reciprocity agreement.
- <u>008.</u> <u>PUBLIC HEARING NEW CAMPUS.</u> Upon receipt of a complete application for a recurrent authorization to operate or modification of a recurrent authorization to operate that includes a request to establish a new campus, the commission shall set a time and a place for a public hearing. The hearing shall be scheduled following a completed review of the application, including any further information submitted by the applicant as required by the commission and any investigation of the applicant as the commission may deem necessary or appropriate, and shall be conducted according to the Administrative Procedure Act. A representative of the institution shall be present during the public hearing and provide information as requested.

009. COMMISSION ACTION.

- <u>009.01.</u> The commission shall either approve or deny all applications and requests. Such action shall take place during a regularly scheduled commission meeting, except for approval of participation in an interstate reciprocity agreement which shall be made by the executive director on behalf of the commission. If the application for participation in an interstate reciprocity agreement is made by a private postsecondary career school, the executive director shall consult with the state department of education prior to acting on the application.
- <u>009.02.</u> The recurrent authorization to operate shall be for a period of no more than five years. The commission may set terms or conditions on the authorization. Approval of participation in an interstate reciprocity agreement shall be for the period of time determined by the member states, districts, and/or territories and specified in the agreement.
- <u>009.03.</u> A recurrent authorization to operate or an authorization to operate on a continuing basis shall be granted to the owner or governing body of an institution and shall be non-transferrable. Should ownership of an institution change, the new owner shall have 30 days from the date of the transfer of ownership to apply to the commission for a recurrent authorization to operate. A sample of the authorization form is included in Appendix D.
- <u>009.04.</u> All contacts with the commission will be made through the Executive Director or his/her designee. The Executive Director or his/her designee shall notify the applicant in writing of the action by the commission.

010. REPORTING

010.01. Each institution holding a recurrent authorization to operate shall provide a report

in a form prescribed by the commission annually from the date of the recurrent authorization. The reports shall include the number of students enrolled and the number of students graduated for each program offered by the institution in Nebraska. The report shall also include other information specified by the commission in the recurrent authorization to operate.

<u>010.02.</u> Each institution participating in an interstate reciprocity agreement shall report to the commission any information or data specified in the agreement in the time frame designated in the agreement.

011. ACTIVITIES REQUIRING COMMISSION NOTIFICATION.

- <u>011.01.</u> An institution authorized to operate shall provide notification in writing to the commission at least 30 days prior to initiating the following activities:
 - 011.01(A). Changing address or location
 - 001.01(B). Opening a new instructional site
- <u>011.02.</u> An institution holding a recurrent authorization to operate shall provide notification in writing to the commission at least 30 days prior to initiating these additional activities:
 - 011.02(A). Offering new programs within the scope of the institution's existing authorization
 - 011.02(B). Changing the administrative head of the Nebraska campus or location.

012. VIOLATION OF THE POSTSECONDARY INSTITUTION ACT.

- <u>012.01.</u> Any postsecondary institution with a recurrent authorization to operate which ceases to meet any of the requirements of the Postsecondary Institution Act, any rules or regulations adopted and promulgated under the act, or any terms or conditions specified by the commission for authorization to operate under the act, shall be subject to the hearing process and commission review pursuant to section 85-2414.
- <u>012.02</u>. Any person claiming damage or loss as a result of any act or practice by a postsecondary institution which is a violation of the Postsecondary Institution Act, of the rules and regulations adopted and promulgated under the act, or of standards established pursuant to section 85-2406, may, upon exhausting institutional complaint processes, file a complaint with the commission against such institution pursuant to section 85-2418.
- <u>012.03.</u> Any person claiming damage or loss as a result of any act or practice by a Nebraska public postsecondary institution or a private postsecondary institution that has its principal place of business in Nebraska and is participating in an interstate reciprocity agreement that is a violation of any rules, regulations, or conditions specified for participation in the interstate reciprocity agreement may, upon exhausting institutional complaint processes, file a complaint with the commission against such institution pursuant to section 85-2418 and procedures identified in the interstate reciprocity agreement. The commission

shall document all complaints and actions taken and follow any additional procedures required under the interstate reciprocity agreement.

<u>012.04.</u> Any person claiming damage or loss as a result of any act or practice by a private postsecondary career school that has its principal place of business in Nebraska and is participating in an interstate reciprocity agreement that is a violation of any rules, regulations, or conditions specified for participation in the interstate reciprocity agreement may file a complaint with the state board of education pursuant to section 85-1635 and procedures identified in the interstate reciprocity agreement.

<u>013.</u> <u>RIGHT TO APPEAL</u>. Any person aggrieved or adversely affected by any final action of the commission or action taken by the executive director on behalf of the commission may appeal such action. The appeal shall be in accordance with the Administrative Procedure Act.

014. RELATED CHAPTER. Chapter 8 of Title 281 of the Nebraska Administrative Code provides the procedures for the administration of the Guaranty Recovery Cash Fund. Copies of these related regulations are available from the Coordinating Commission for Postsecondary Education or can be found on the Commission's website.

APPENDIX A STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

APPLICATION FOR A RECURRENT AUTHORIZATION TO OPERATE A POSTSECONDARY INSTITUTION IN NEBRASKA

For Institutions Applying to Offer One or More Courses or Programs

Procedures for Submitting the Application

— 1. Send the Application form and all supporting materials to: — Executive Director
Coordinating Commission for Postsecondary Education P.O. Box 95005
Lincoln, NE 68509-5005
——OR
Submit the application via email to Kathleen Fimple at: Kathleen.fimple@nebraska.gov with the fee sent by U.S. mail.
2. A non-refundable application fee for the Commission's administrative costs shall be submitted with each application. Make checks payable to "Coordinating Commission for Postsecondary Education."
All sections shall be clearly marked for easy location by the reviewer.
4. The Commission may request additional information deemed necessary for an appropriate determination of compliance with the evaluation criteria.

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

APPLICATION FOR A RECURRENT AUTHORIZATION TO OPERATE A POSTSECONDARY INSTITUTION IN NEBRASKA

For Institutions Applying to Offer One or More Courses or Programs

Date:
Name of Institution:
Street Address:
City/State/Zip Code:
Name of Owner of Institution:
Owner's Mailing Address (if Different from above):
Name of Contact person:
Title:
Telephone Number:
Fax Number:
E mail Address:
Web Site for Institutions:
Proposed location in Nebraska:
Will this be a new campus (owned by the Institution or □ yes □ no under long-term lease)
Proposed offerings: Course/s only (list courses below) Program/s (please provide a copy of the Institutional catalog)

Programs to be offered and
Awards to be conferred:
Legal Status of the Institution:
a. Nonprofit (please provide documents of incorporation, and if available §501(c)(3) status documentation, that provide business name and address; names, titles, and business addresses of all principals in the business)
b. For-profit (please provide documents of incorporation or other legal documents that provide business name and address; names, titles, and business addresses of all principals in the business)
Is ownership: proprietorship, partnership corporation?
Has the business, a principal officer in the business, or a shareholder with 25% or more ownership interest in the business filed for bankruptcy during the preceding five years? yes no
Please provide the following information in a narrative format. Include copies of pertinent documents where appropriate.
Each numbered, italicized item is a standard identified in state statute. Statutes charge the institution to "demonstrate that it can be maintained and operated in accordance with such standards." (Neb. Rev. Stat. §85-2406) Each bulleted item

should be addressed. Additional information under each numbered item may be included as appropriate to the application.

Institutions applying to offer courses only (not a complete degree program) need only respond to starred (*) items.

- 1. The financial soundness of the institution and its capability to fulfill its proposed commitments and sustain its operations
- The most recent audited financial statements and a copy of the management letter*
- Tuition and fees for the most recent academic year or term*
- Proposed annual budget identifying all sources of income and all categories of educational and general expenditures for the programs in Nebraska
- Explanation of how the interests of students will be protected if the institution were to discontinue

its offerings in Nebraska

- Student loan default rate and financial responsibility composite score from the U.S. Department of Education (if applicable)
- The quality and adequacy of teaching facility, library services, and support services
- Number of faculty teaching in the program/s (course/s*)
- Qualifications of each faculty member (vitae, resume, or other biographical information)*
- Library and learning resources*
- Written agreements with local libraries regarding shared resources
- Agreements with online libraries or data sources
- Support services for students such as academic or career advising*
- 3. The quality of the programs offered, including courses, programs of instruction, degrees, and necessary clinical placements, and the institution's ability to generate and sustain enrollment
- Curriculum description/s including a list of required and optional courses
- Course descriptions*
- Any licensure or certification requirements for field/s and the way in which the institution will meet them
- Instructional equipment, especially that required for specific programs*
- Assurance that the institution will be able to secure clinical placements for students in programs that require them
- Estimated enrollments and the basis for the estimate*
- Comparison of the program (or course/s*) with that offered on the main campus or other campuses of the institution (if applicable)
- Relationship between the hours of instruction and the credits awarded*
- 4. The specific locations where programs will be offered or planned locations and a demonstration that facilities are adequate at the locations for the programs to be offered
- Description of the facility (include a floor plan if this is a new campus)*
- Copies of leases or facility use agreements*
- 5. Assurances regarding transfer of credits earned in the program to the main campus of such institution [if applicable] and clear and accurate representations about the transferability of credits to other institutions located in Nebraska and elsewhere
- Any articulation agreements with Nebraska postsecondary institutions*
- Any other affiliations with Nebraska postsecondary institutions regarding the transfer of credits, joint use of faculty or facilities, or other supportive relationships*
- 6. Whether such institution and, when appropriate, the programs, are fully accredited, or seeking accreditation, by an accrediting body recognized by the U.S. Department of Education
- Name of the body that accredits the institution*
- Status of institutional accreditation, including the date of the most recent accreditation and any required reports or actions*

- List of all programmatic accreditations related to the proposed program or courses*
- Status of all programmatic accreditations, including the date of the most recent accreditation and any required reports or actions*
- 7. The institution's policies and procedures related to students, including, but not limited to, recruiting and admissions practices
- Admission requirements for the institution and programs (if different)*
- Anticipated methods of recruiting students in Nebraska*
- Loan procedures
- 8. The tuition refund policy for an institution that does not participate in federal financial aid programs described in Title IV of the federal Higher Education Act of 1965 as such act existed on January 1, 2011
- Copy of the Title IV Program Participation Agreement with the US Department of Education (for institutions participating in federal financial aid programs) or a copy of the tuition refund policy if not participating in Title IV*

APPENDIX B

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

APPLICATION FOR MODIFICATION OF A RECURRENT AUTHORIZATION TO OPERATE

(new course, program, degree, etc.)

Procedures for Submitting the Application

Send the application form and all supporting materials to:
Executive Director Coordinating Commission for Postsecondary Education P.O. Box 95005 Lincoln, NE 68509-5005
OR
Submit the application via email to Kathleen Fimple at: Kathleen.fimple@nebraska.gov, with the fee sent by U.S. mail.
2. A non-refundable application fee for the Commission's administrative costs shall be submitted with each application. Make checks payable to "Coordinating Commission for Postsecondary Education."
3. All sections shall be clearly marked for easy location by the reviewer.
4. The Commission may request additional information deemed necessary for an appropriate determination of compliance with the evaluation criteria.

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

APPLICATION FOR MODIFICATION OF A RECURRENT AUTHORIZATION TO OPERATE

(new course, program, degree, etc.)

Date:
Name of Institution:
Street Address:
City/State/Zip Code:
Name of Owner of Institution:
Owner's Mailing Address (if Different from above):
Name of Contact person:
Title:
Telephone Number:
Fax Number:
E mail Address:
Proposed modification (name of Degree, program new campus etc.):
Location in which the
Courses/program will be offered:
Estimated enrollment:
Tuition to be charged:
Fees, including those specific to the program:
ı v

Each numbered, italicized item below is a standard identified in state statute.

Statutes charge the institution to "demonstrate that it can be maintained and operated in accordance with such standards." (Neb. Rev. Stat. §85-2406) Each bulleted item should be addressed. Additional information under each numbered item may be included as appropriate to the application.

- 1. The financial soundness of the institution and its capability to fulfill its proposed commitments and sustain its operations
- The most recent audited financial statements and a copy of the management letter
- 2. The quality and adequacy of teaching faculty, library services, and support services
- Number of faculty teaching in the program/s
- Qualifications of each faculty member (vitae, resume, or other biographical information
- Any new library and learning resources needed
- 3. The quality of the programs offered, including courses, programs of instruction, degrees, any necessary clinical placements, and the institution's ability to generate and sustain enrollment
- Curriculum description/s including a list of required and optional courses
- Course descriptions
- Any licensure or certification requirements for the field/s and the way in which the institution will meet them
- Any new instructional equipment, required for the program/degree
- Assurance that the institution will be able to secure clinical placements for students if the program/degree requires them
- Estimated enrollments and the basis for the estimate
- Comparison of the program with that offered on the main campus or other campuses of the institution (if applicable)
- Relationship between the hours of instruction and the credits awarded
- 4. The specific locations where programs will be offered or planned locations and a demonstration that facilities are adequate at the locations for the programs to be offered
- Description of the facility if new or evidence that the existing facility is adequate
- 5. Assurances regarding transfer of credits earned in the program to the main campus of such institution [if applicable] and clear and accurate representations about the transferability of credits to other institutions located in Nebraska and elsewhere
- Any articulation agreements with Nebraska postsecondary institutions
- Any other affiliations with Nebraska postsecondary institutions regarding the transfer of credits, joint use of faculty or facilities, or other supportive relationships
- 6. Whether such institution and, when appropriate, the programs, are fully accredited, or seeking accreditation, by an accrediting body recognized by the U.S. Department of Education
- Any programmatic accreditations for the new program/degree
- Status of programmatic accreditation/s
- 7. The institution's policies and procedures related to students, including, but not limited

to, recruiting and admissions practices

- Admission requirements for the program/degree
- Anticipated methods of recruiting students in Nebraska



APPENDIX C

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

RENEWAL APPLICATION FOR INSTITUTIONS HOLDING A RECURRENT AUTHORIZATION TO OPERATE IN NEBRASKA

Procedures for Submitting the Application

Send the application form and all supporting materials to:
Executive Director Coordinating Commission for Postsecondary Education P.O. Box 95005 Lincoln, NE 68509-5005
OR OR
Submit the application via email to Kathleen Fimple at: Kathleen.fimple@nebraska.gov, with the fee sent by U.S. mail.
 A non-refundable application fee for the Commission's administrative costs shall be submitted with each application. Make checks payable to "Coordinating Commission for Postsecondary Education."
3. Clearly mark all supporting material for easy location by the reviewer
4. The Commission may request additional information deemed necessary for an

appropriate determination of compliance with the evaluation criteria.

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

RENEWAL APPLICATION FOR INSTITUTIONS HOLDING A RECURRENT AUTHORIZATION TO OPERATE IN NEBRASKA

Date:
Name of Institution:
Nebraska Street Address:
City/State/Zip Code:
Web site for institution's
location in Nebraska:
Name of Contact person:
- Name of Contact person.
Title:
Address if different than above:
Telephone Number:
Fax Number:
E mail Address:
Name of Owner:
Nume of Switch.
- Mailing Address if different
from above (if applicable):

Please provide the information requested in sections 1 through 3

- 1. Student Data For the most recent academic year (specify time frame used)
- Number of students enrolled in the institution in the Nebraska location (headcount and FTE)
- Number of students enrolled in each program offered in the Nebraska location (headcount and FTE)
- Number of graduates from each program offered in the Nebraska location
- 2. Accreditation (a copy of the statement/s of affiliation status may be used for this section if it contains the requested information)
- Name of the body that accredits the institution

- Status of institutional accreditation, including the date of the most recent accreditation and any required reports or actions
- A list of all programmatic accreditations
- Status of all programmatic accreditations, including the date of the most recent accreditation, and any required reports or actions

3. Financial Soundness and Ability to Fulfill Commitments to Students

- The most recent audited financial statements for the Nebraska location and a copy of the management letter
- Tuition and fees for the most recent academic year or term
- Copy of the Title IV Program participation Agreement with the US Department of Education (for Institutions participating in federal financial aid programs) or a copy of the tuition refund policy if not participating in Title IV
- Student loan default rates for the Nebraska location
- Relationship between the hours of instruction and the credits awarded

For sections 4 through 10:

- If there has been no change on an item, including all portions of multiple part items, since you last reported the specified information to the Commission, check the box in the left-hand column and go to the next item.
- If there has been a change, note the change on the application or provide an attachment describing

	the change.
	4. Legal Status of the Institution
	a Nonprofit (please provide documents of incorporation, and if available §501 (c)(3) status
	documentation, that provide business name and address; names, titles, and business
	addresses of all principals in the business)
	b For-profit (please provide documents of incorporation or other legal documents that
	provide business name and address; names, titles, and business addresses of all principals
	in the business)
	Is ownership:
	□ yes □ no
1	5. Program/s Offered

- The program title/s and associated award/s (degree, diploma, certificate)
- Curriculum description/s
- Any licensure or certification requirements for the field/s
- Admission requirements

6. Quality of Faculty

- Number of faculty teaching in the program/s
- Qualifications of each faculty member (vitae, resume, or other biographical information)

7. Library and Support Services

- Library and learning resources
- Written agreements with local libraries regarding shared resources
- Agreements with online libraries or data sources
- Support services for students such as academic or career advising
- Instructional Equipment

8. Facilities

- The street address of any location where instruction takes place if different from the location listed on page 2
- Street address of the administrative offices if different from instructional location or corporate office listed on page 2
- Copies of leases or facility use agreements

9. Affiliations and Transfer of Credits

- Any articulation agreements with Nebraska postsecondary institutions
- Any other affiliations with Nebraska postsecondary institutions regarding the transfer of credits, joint use of faculty or facilities, or other supportive relationships
- Any other affiliations or agreements for student activities such as internships, clinical placements, student teaching or observation, etc.

10. Other Information

The institution may provide any other information not requested above that is relevant to its renewal application.

APPENDIX D

STATE OF NEBRASKA COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

AUTHORIZATION TO OPERATE

Institution:
Address:
Owner:
Level of authorization: Administrative office
Less than a complete program
Limitations
One or more complete programs
Level: (check all that apply)
Less than associate
— Master's
Limitations:
Length of authorization:
Date issued:
Effective date

NEBRASKA ADMINISTRATIVE CODE

TITLE 281 - COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 8 - GUARANTY RECOVERY CASH FUND

TITLE 281 COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 8 GUARANTY RECOVERY CASH FUND

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SUBJECT	STATUTORY AUTHORITY	CODE SECTION
General Information	85-2422	001
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Excess Fund over Maximum	85-2423(1)	006
Penalty	85-2423(4)	007
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TITLE 281 COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 8 GUARANTY RECOVERY CASH FUND

ALPHABETICAL TABLE OF CONTENTS

SUBJECT	STATUTORY AUTHORITY	CODE SECTION
Definitions	85-2403	002
Disbursement of Fund	85-2426	005
Excess Fund over Maximum	85-2423(1)	006
Filing of Claims	85-2426	004
General Information	85-2422	001
Penalty	85-2423(4)	007
Procedures for Administration of the Fund	85-2423, 85-2424, 85-2425	003
Reference to Guaranty Recovery Cash Fund	85-2427	800

TITLE 281 COORDINATING COMMISSION FOR POSTSECONDARY EDUCATION

CHAPTER 8 GUARANTY RECOVERY CASH FUND

001. GENERAL INFORMATION.

<u>001.01 Statutory Authority.</u> This chapter is adopted pursuant to Neb. Rev. Stat. §85-2422 et. seq.

<u>001.02</u> <u>Scope of this Chapter.</u> This chapter provides the procedures for the administration of the Guaranty Recovery Cash Fund.

<u>001.03</u> <u>Related Chapter.</u> Chapter 7 of Title 281 of the Nebraska Administrative Code provides the procedures for the authorization of for-profit postsecondary institutions to operate in Nebraska. Copies of these related regulations are available from the Coordinating Commission for Postsecondary Education or can be found on the Commission's website.

002. DEFINITIONS. As used in this chapter:

<u>002.01</u> Act shall mean the Postsecondary Institution Act.

<u>002.02</u> <u>Assessment</u> shall mean the amount a *for-profit postsecondary institution* is required to pay into the *Guaranty Recovery Cash Fund* based on one-tenth of one percent (.001) of the assessment year's gross tuition revenue.

<u>002.03</u> Assessment year shall mean the institution's most recently completed fiscal year.

<u>002.04</u> <u>Authorization to operate</u> shall mean either an authorization to operate on a continuing basis or a recurrent authorization to operate as approved by the *Commission*.

<u>002.05</u> <u>Branch facility</u> means a facility in Nebraska (a) which is separate from a *principal facility*, (b) which offers a full program and full student services, (c) which is under the supervision of an onsite director or administrator, and (d)(i) the ownership, management, and control of which are the same as the *principal facility*, which *principal facility* is responsible for the delivery of all services, or (ii) at which education is offered by a franchisee of a franchisor authorized to operate as a postsecondary institution by the *act*.

<u>002.06 Claim</u> shall mean a written request for refund or reimbursement filed with the *Commission* by (a) a student who alleges to be injured by the *termination of operations* of a *for-profit postsecondary institution*, or (b) by the University of Nebraska to recover expenses incurred in the course of complying with its duties under 85-173 and 85-174 in the event of the termination of operations of a *for-profit postsecondary institution*, or (c) by the *Commission*, on behalf of the State of Nebraska, for reimbursement of distributed but unreturned Nebraska Opportunity Grant awards in the event of the termination of operations of a *for-profit postsecondary institution*.

- <u>002.07 Claimant</u> shall mean (a) a student who files a claim for reimbursement as a result of alleged injury by the *termination of operations of a for-profit postsecondary institution*, or (b) the University of Nebraska if filing a claim for reimbursement of expenses incurred in the course of complying with its duties under 85-173 and 85-174 in the event of the termination of operations of a *for-profit postsecondary institution*, or (c) by the *Commission*, on behalf of the State of Nebraska, for reimbursement of distributed but unreturned Nebraska Opportunity Grant awards in the event of the termination of operations of a *for-profit postsecondary institution*.
- <u>002.08</u> <u>Class</u> shall mean a course that, if successfully completed, can be applied toward the number of courses required for achieving a postsecondary degree, diploma, certificate, or other formal award.
- 002.09 Commission shall mean the Coordinating Commission for Postsecondary Education.
- <u>002.10</u> Executive Director shall mean the Executive Director of the Commission or his or her designee.
- <u>002.11</u> <u>Fee</u> shall mean a fixed charge for, but not limited to, registration fee, lab fees and the cost of materials, or equipment, if they are portrayed as fees by the institution.
- <u>002.12</u> <u>For-profit postsecondary institution</u> shall mean any private *postsecondary institution* that is not exempt for federal tax purposes under section 501(c)(3) of the Internal Revenue Code as defined in Neb. Rev. Stat. §49-801.01.
- 002.13 Fund shall mean the Guaranty Recovery Cash Fund.
- <u>002.14</u> <u>Gross tuition revenue</u> shall mean the total *tuition* and *fees* received during the assessment year, less *tuition* and *fees* refunds, received by a *principal facility* or *branch facility* located in this state.
- <u>002.15</u> <u>Guaranty Recovery Cash Fund</u> shall mean a fund established from the *assessment* of *for-profit postsecondary institutions* for use in settling *daims* due to *termination of operations* of a *for-profit postsecondary institution*.
- <u>002.16 Maximum fund level</u> shall mean the amount specified in Neb. Rev. Stat. §85-2423(1).
- 002.17 Minimum fund level shall mean the amount specified in Neb. Rev. Stat. §85-2423(1).
- <u>002.18 Postsecondary institution</u> shall mean any institution with a physical presence in Nebraska that provides postsecondary education and is exempt from the Private Postsecondary Career School Act.
- <u>002.19 Principal facility</u> shall mean the primary physical presence in Nebraska of a postsecondary institution.

- <u>002.20</u> <u>Recurrent authorization to operate</u> shall mean approval by the *Commission* to operate a postsecondary institution in this state, including establishing a new campus or an administrative office, until a renewal of such authorization is required.
- <u>002.21 Student injured by the termination of operations by a for-profit postsecondary institution</u> shall mean (i) a student who has paid *tuition* and *fees* to the institution for which classes were offered but not finished due to termination of operations, (ii) a student who has paid *tuition* and *fees* to the institution for which classes were not offered and no refunds were made, or (iii) a student who ceased to be enrolled in classes at an institution while the institution was in operation and to whom a refund of *unearned tuition and fees* became due from the institution after the institution terminated operations and no refunds were made within the institution's required time period following the student's withdrawal from the institution.
- <u>002.22</u> <u>Termination of operations</u> shall mean the act of a for-profit postsecondary institution ceasing to offer all of its educational classes to the public.
- 002.23 Tuition shall mean money charged for instruction.
- <u>002.24</u> <u>Unearned tuition and fees</u> shall mean money paid by an individual to an institution for classes which will be held in a future attendance period and for classes which are no longer available due to *termination of operation* of the institution.

003. PROCEDURES FOR THE ADMINISTRATION OF THE FUND.

- <u>003.01</u> Except as provided under section 003.04, each *for-profit postsecondary institution* authorized to operate in the state shall pay into the *fund* in each *assessment year*, an amount equal to one-tenth of one percent (.001) of the institution's *gross tuition revenue* for the *assessment year* until the *fund* reaches the *minimum fund level*.
- <u>003.02</u> All payments made into the *fund* shall be maintained by the State Treasurer and deposited into the *Guaranty Recovery Cash Fund*.
 - <u>003.02(A)</u> The assets of the *fund* may not be expended for any purpose except as provided under section 005 of this rule.
 - 003.02(B) The fund shall be administered by the Commission.
 - <u>003.02(C)</u> The fund shall be maintained between the *minimal fund level* and *maximum fund level*.
 - <u>003.02(D)</u> At any time when the fund drops below the *minimum fund level*, the Commission may resume the *assessment*.
 - <u>003.02(E)</u> Funds in excess of the *maximum fund level* shall be used as directed by the Commission to provide grants or scholarships for students attending *for-profit* postsecondary institutions in Nebraska as provided under section 006.
- <u>003.03</u> Payment into the *fund* shall be made in the form of a company or cashier's check or money order made payable to the "Coordinating Commission for Postsecondary Education" and received no later than 30 days after the *assessment year*.

<u>003.03(A)</u> The *for-profit postsecondary institution* shall certify on forms provided by the *Commission* that the institution maintains for five years a verifiable set of records which document the reported *gross tuition revenue* collected and shall make such records available to the *Commission* on request. Any such records made available to the *Commission* may be withheld from the public to the extent allowed by Neb. Rev. Stat. §84-712.05. A copy of the form to be used may be found on the Commission website.

<u>003.03(B)</u> At the time of payment of the assessment, the for-profit postsecondary institution shall submit to the Commission documentation supporting the gross tuition revenue used in calculating the assessment under section 003.01.

<u>003.04</u> A *for-profit postsecondary institution* applying for an initial *recurrent authorization to operate* from the *Commission* after September 1, 2017, shall not be assessed in its first fiscal year but shall be assessed each year thereafter for four years or until the fund reaches the *minimum fund level*, whichever occurs last.

<u>003.05</u> A for-profit postsecondary institution applying for an initial recurrent authorization to operate from the Commission after September 1, 2017, may be required to file with the Commission a security bond or other surety agreement.

<u>003.05(A)</u> A good and sufficient surety bond in the penal sum of twenty thousand dollars (\$20,000).

 $\underline{003.05(B)}$ Other surety agreements acceptable to the *Commission* include only the following:

<u>003.05(B)(i)</u> Twenty thousand dollar (\$20,000) Escrow account which provides the *Commission* with a recourse against the assets in the account as it would have against an insurance company on a bond. The terms on such an account would be the same as the terms on a bond.

<u>003.05(B)(ii)</u> Twenty thousand dollar (\$20,000) Irrevocable Letter of Credit from a bank, made payable to the State of Nebraska and deposited with the Commission. The Irrevocable Letter of Credit will be released to the institution a year after the institution has ceased to be in operation, or immediately when replaced by another instrument with a similar amount.

<u>003.05(C)</u> The bond or agreement shall be executed by the applicant as principal and by a surety company qualified and authorized to do business in the state. The bond or agreement shall be conditioned to provide indemnification to any student or enrollee or his or her parent or guardian determined to have suffered loss or damage by the termination of operations by the *for-profit postsecondary institution*. The surety shall pay any final judgment rendered by any court of this state having jurisdiction upon receipt of written notification of the judgment. Regardless of the number of years that such bond or agreement is in force, the aggregate liability of the surety thereon shall in no event exceed the penal sum of the bond or agreement. The bond or agreement may be continuous.

<u>003.05(D)</u> Until the Guaranty Recovery Cash Fund initially reaches the *minimum fund level*, the bond or other security agreement of an institution shall cover the period of the *recurrent authorization to operate* except when a surety is released as provided under

section 003.05(E).

<u>003.05(E)</u> A bond or other security agreement may be released after such surety serves written notice on the *Commission* thirty days prior to the release. Such release shall not discharge or otherwise affect any *claim* previously or subsequently filed by a student or enrollee or his or her parent or guardian provided for under section 004 for the termination of operations by the *for-profit postsecondary institution* during the term for which *tuition* has been paid while the bond or agreement was in force.

<u>003.05(F)</u> During the term of the bond or agreement and upon forfeiture of the bond or agreement, the *Commission* retains a property interest in the surety's guarantee of payment under the bond or agreement which is not affected by the bankruptcy, insolvency, or other financial incapacity of the operator or principal on the bond or agreement.

<u>004.</u> <u>FILING OF CLAIMS.</u> A *claim* may be filed only if it arises out of the *termination of operation* by a *for-profit postsecondary institution* on or after September 1, 2017. Claims by students who ceased to be enrolled in classes which continued to be offered by an institution after the student ceased enrollment are not eligible claims.

<u>004.01</u> Claims shall be filed with the *Commission* within one (1) year after *termination* of operation of an institution. Claims filed after one (1) year shall not be considered.

<u>004.02</u> Claims shall be in writing on forms provided by the *Commission* and must be forwarded to the Coordinating Commission for Postsecondary Education. Claim forms to be used may be found on the Commission website.

<u>004.03</u> Claims shall be accompanied by documents such as receipts, canceled checks, or executed enrollment agreements which verify payment of *tuition* and *fees*.

<u>004.04</u> Where appropriate documentation is not provided and the availability of documentation is beyond the control of the claimant, the validity of the *claim* may be determined based on the available evidence.

<u>004.05</u> Following receipt of the *claim* by the Commission, the *Executive Director* or his or her designee(s) may investigate and shall review the *claim* and the *Executive Director* shall make written recommendations regarding the *claim* to the Commission. In arriving at the recommendations, the *Executive Director* or his or her designee(s) may request that a *claimant* submit additional documentation, explanation, and/or meet with the *Executive Director* or his or her designee(s). A copy of the *Executive Director's* written recommendations to the *Commission* shall be mailed to the *claimant* by certified mail with return receipt requested.

<u>004.06</u> If the *claimant* disagrees with the *Executive Director's* written recommendations, he or she may request a hearing on the recommendations by filing a request with the *Commission* within fifteen days following receipt of the written recommendations pursuant to Chapter 12 of Title 281 of the Nebraska Administrative Code.

<u>004.07</u> If no hearing is requested, the *Commission* may act on the recommendations of the *Executive Director* without further notice to the claimant.

<u>005.</u> <u>DISBURSEMENT OF FUND.</u> The purpose of the *fund* is to pay *claims* authorized pursuant to Neb. Rev. Stat. §85-2426.

005.01 Money in the Guaranty Recovery fund shall be used in the following order of priority:

<u>005.01(A)</u> To reimburse any student injured by the termination of operations by a for-profit postsecondary institution on or after September 1, 2017, for the cost of tuition and fees;

<u>005.01(B)</u> To reimburse any former student of a *for-profit postsecondary institution* that has terminated operations on or after the operative date of this section for the cost of obtaining such student's student records;

<u>005.01(C)</u> To reimburse the University of Nebraska for reasonable expenses directly associated with the storage and maintenance of academic records pursuant to Neb. Rev. Stat. §§85-173 and 85-174 of those students adversely affected by termination of operations by a *for-profit postsecondary institution*; and

<u>005.01(D)</u> To reimburse the Nebraska Opportunity Grant Fund for any funds distributed to a *for-profit postsecondary institution* for an academic term that was not completed by students receiving awards under the Nebraska Opportunity Grant Act due to the *termination of operations* by a *for-profit postsecondary institution* after the operative date of this section to the extent such funds are not returned to the Nebraska Opportunity Grant Fund by the *for-profit postsecondary institution*.

<u>005.02</u> Claims against the *fund* may be paid in whole or in part, based upon the extent to which the *class* objectives were met for each *claimant*, and taking into account considerations including but not limited to:

<u>005.02(A)</u> Amounts available and likely to become available to the *fund* for payment of claims:

<u>005.02(B)</u> Total amount and number of *daims* presented or reasonably likely to be presented in the future:

<u>005.02(C)</u> Total amount and number of *claims* caused by the termination of operation of an institution;

005.02(D) Amounts paid out from the fund on claims in the past;

<u>005.02(E)</u> Total amount of monies paid to the institution by identified or prospective claimants.

<u>005.02(F)</u> When the institution holds a surety bond, the *claimant* first shall file a claim against the surety bond holder or against the holder of such other security agreement which the institution has filed with the *Commission*.

006. FUND BALANCE IN EXCESS OF MAXIMUM FUND LEVEL. When the fund exceeds the maximum fund level, funds in excess of the maximum fund level shall be used as directed by the Commission to provide grants or scholarships for students attending for-profit postsecondary institutions in Nebraska.

<u>007.</u> <u>PENALTY.</u> The *authorization to operate* of any *for-profit postsecondary institution* which fails to comply with the provisions of this rule shall be subject to revocation pursuant to Chapter 7 of Title 281 of the Nebraska Administrative Code.

<u>008. ADVERTISING.</u> A *for-profit postsecondary institution* may include references to the Guaranty Recovery Cash Fund in advertising or information provided to students or prospective students. Any such reference shall clearly describe the protection and limitations prescribed in Neb. Rev. Stat. §85-2426 and the relevant rules and regulations adopted and promulgated by the *Commission*.





NEW INSTRUCTIONAL PROGRAM PROPOSAL

Institution: University of Nebraska at Kearney (UNK)

Program: Cyber Security Operations

Award: Bachelor of Science (BS)

Institution's Existing Degree(s) in Computer Science, BS; Applied Computer

Same or Similar Discipline: Science, BS; Information Technology, BS

Proposal Received by Commission: August 14, 2017

Proposed Start Date: When approved by CCPE

Description

The proposed degree would focus on technologies and techniques related to specialized cyber operations to defend the infrastructure of information systems. The curriculum would consist of 120 semester credit hours: 45 hours of general education required for all UNK students, 13 additional general education hours required for the major, 47 hours of courses in the major field, 12 hours of electives in the major field, and one general elective course. All courses are in place, primarily from the Department of Computer Science and Information Technology and the Information Networking and Telecommunications Management program. The curriculum would be aligned with the standards published by the National Security Agency for the National Centers of Academic Excellence in Cyber Operations (NSA CAE CO) (see Section C). The program would be offered on the UNK campus

Consistent with Institutional Role and Mission?	<u>√</u> YES	NO
Consistent with Statewide Comprehensive Plan?	<u>√_</u> YES	NO

REVIEW CRITERIA

A. Need for the Program

HighLow	UNK states that the Internet has exposed computer systems'
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	weaknesses and vulnerabilities to both individual and organized
	group attackers. Forbes.com is cited for evidence of need for the

program. Forbes lists the growth of cybersecurity jobs at 36.5% through 2022. There are currently 209,000 unfilled cybersecurity jobs, a number that is expected to grow to 1.5 million by 2019. The proposal also cites figures from the Nebraska Department of Labor projecting jobs for information security analysts to increase by 28.36% from 2014 to 2024. Commission staff consulted the Nebraska Department of Labor's website to determine wages and add to the data provided by UNK. The Department estimates that between 2014

and 2024 there will be a need for 173 additional information security analysts in the state, with an entry-level salary of \$50,330. The number of projected total average <u>annual</u> openings is 25.

There are two programs in cyber security in the state, one at Bellevue University and one at UNO (see Section C.) Both offer baccalaureate and master's degrees. Bellevue began reporting the program to IPEDS in 2012-13. There were no BS degrees awarded that year, but nine were granted the following year, and 25 were awarded in 2014-15. From 2012 to 2016, UNO's BS program averaged 10.4 graduates. UNK expects to enroll five students per year. Bellevue's program is offered online and the institution as a whole has more students enrolled at distance than on campus. It is probable that the majority of their graduates will not be seeking employment in Nebraska. The number of graduates likely to have an impact on state employer needs (10 from UNO, possibly a small number from Bellevue, and the projected five from UNK), would indicate that there may be room for three programs in the state.

B. Demand for the Program

HighLow				

According to UNK, universities that offer cybersecurity programs have seen a vast increase in the number of enrollees and graduates. Dakota State University (South Dakota) saw a three-fold increase in

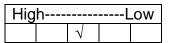
the first five years of their program.

UNK reports that the number of computer science students in their program has grown from 69 in 2009 to 125 in 2016. In addition, UNK offered a cybersecurity camp for middle and high school students in 2016 where 50 students applied and 44 attended. Camp size was expanded to 75 for 2017. Budget projections are based on five new students per year.

From 2012 to 2016, UNK's figures reported to IPEDS for Computer and Information Sciences programs averaged 11.0 graduates per year. This single category includes all baccalaureate degrees awarded in computer science and information technology. The proposal did not speculate on how many of the current students might migrate to the proposed new degree.

This estimate doesn't have a strong local basis, but it is small and appears realistic. The program could have the potential for harming the enrollments in the other UNK computer science and information technology programs. The recent increase in enrollments may be able to support both programs if it is sustained.

C. Avoidance of Unnecessary Duplication



Bellevue University and UNO offer BS programs in Cyber Security. UNK identifies Dakota State University as having a program with a curriculum similar to the proposed UNK program and with the

National Security Agency for the National Centers of Academic Excellence in Cyber Operations designation. The proposal states that although there is a program at UNO, UNK serves a different geographic area and is more likely to recruit students from central and western Nebraska.

National Security Agency categories and designations are complicated. A simplified explanation with identification of local institutions follows.

CAE-CDE - National Centers of Academic Excellence in Cyber Defense Education

- A broad category with six subcategories and hundreds of institutions nationwide.
- In Nebraska's neighboring states, 13 institutions have the designation for four-year institutions (CAE-CDE 4Y), and three have the designation for two-year institutions (CAE-CDE 2Y).
- In Nebraska, UNO and Bellevue University have the CAE-CDE 4Y designation and Bellevue also has CAE/IAE 4Y (National Centers of Academic Excellence in Information Assurance Education).

CAE-Cyber Operations (CO) - National Centers of Academic Excellence in Cyber Operations

- A specialized designation that is complementary to the CEA-CDE designation.
- Programs with this designation are highly technical and grounded in computer science, computer engineering, and /or electrical engineering.
- Only 19 institutions have this designation in the United States.
- Of the 19, seven offer graduate-only programs in cyber operations.
- Of the remaining 12, two are in neighboring states (South Dakota and Colorado).

In Nebraska, UNO is the only institution designated CEA-Cyber Operations. UNK aspires to this designation but achieving it is not guaranteed. Nonetheless, there appears to be sufficient need to justify an additional program in the state.

D. Resources: Faculty/Staff

HighLow		I OW	UNK states that current faculty have the expertise and technical	
	√	1	LOW	background to offer the program. The qualifications of three faculty
	V			members were outlined. One previously taught in an NSA CAE-CO

program. A second led network security efforts at a mid-sized university and co-owns a small web business. The third has experience with the regulatory side of cybersecurity. The amount in the budget for faculty and staff is for a part-time work study student system administrator.

E. Resources: Physical Facilities/Equipment

HighLow	The program would be housed in the Computer Science and
	Information Technology Department, currently located in the Otto
	Olsen building. The program would also utilize faculty and equipment

from the Information Networking and Telecommunications Management program in the same building. Otto Olsen is scheduled for replacement (see Budget, Construction, and Financial Aid section of the agenda). All programs in Olsen would be relocated during construction. The Computer Science and Information Technology Department and the Information Networking and Telecommunications Management program would be housed in the new building when it is compete.

UNK reports that current equipment is adequate for initiating the program. Of greatest concern for this type of program is the ability to isolate networks that shield the greater university networks from any adverse effects of research. When the new building is complete a new isolated network would be installed. New equipment would include servers, network switches, and digital forensic tools, all listed in the budget.

The proposal also notes that UNK has a relationship with the Holland Computing Center at UNL where faculty, staff, and students have received training. The center has also provided students with the opportunity to work on projects that UNK has not undertaken and has donated hardware to programs at UNK.

F. Resources: Library/Information Access

This item was not directly addressed, but since UNK has a Computer Science and Information Technology Department and an Information Networking and Telecommunications Management program already in place, and all courses for the proposed program are currently offered, the information resources should be sufficient to support the program.

G. Budget

PROJECTED COSTS AND ANTICIPATED REVENUES FOR THE FIRST FIVE YEARS As reported by UNK

no reported by ornit					
PROJECTED COSTS		ANTICIPATED REVEN	NUES		
Faculty and Staff ¹	\$17,500	Reallocated Funds			
General Operating		New State Funds			
Library		New Local Funds			
Facilities		Tuition and Fees ²	\$474,017		
Equipment	\$25,000	Other			
Five-Year TOTAL	\$42,500	Five-Year TOTAL	\$474,017		

¹ Part-time work-study student.

Committee Comment: There appears to be sufficient need in the state to support three programs. The primary concern is the potential for misleading students about the NSA designation of the program if the name remains Cyber Security Operations.

Committee Recommendation: Approve the program.

First Program Review Date: Due June 30, 2020

² Based on five new students per year taking 30 credit hours each at \$194.75 per credit hour tuition and a \$77 per student fee.



NEW INSTRUCTIONAL PROGRAM PROPOSAL

Program: Genetic Counseling

Award: Masters in Genetic Counseling

Institution's Existing Degree(s) in Molecular Genetics and Cell Biology

Same or Similar Discipline: Doctoral program

Proposal Received by Commission: August 14, 2017

Proposed Start Date: Upon approval

Background

Genetic counseling is a relatively young field, with the first graduate program in the field established in 1969. Genetic counselors evaluate medical histories to determine genetic risk for medical conditions or diseases, identify and coordinate genetic testing, discuss their determinations with patients, and provide guidance and resources to patients and families.

Nebraska statutes require genetic counselors to be licensed. An applicant for licensure must be certified as a genetic counselor by one of two national genetics boards. One requires at least a master's degree while the other is only for those holding a doctorate. Both require that an applicant have graduated from an accredited program. UNMC would seek accreditation for the program from the Accreditation Council for Genetic Counseling (ACGC).

Description

The proposed program would be a partnership between UNMC's College of Allied Health Professions and the UNMC Munroe-Meyer Institute that houses the UNMC clinical genetics division. The program would require 57 semester credit hours consisting of 29 credit hours in genetic counseling coursework, three credit hours of clinical observation, 10 credit hours of clinical clerkships, and a five credit hour capstone project. The number of credit hours for the program is greater than for most master's programs, but is typical of genetic counseling master's programs. The majority of the coursework would need to be developed for the program.

The program would be offered on campus and by dista	ance delivery.	
Consistent with Institutional Role and Mission?	<u>√</u> _YES	NO
Consistent with Statewide Comprehensive Plan?	√ YES	NO

REVIEW CRITERIA

A. Need for the Program

Hig	h		 L	_OW
		7		

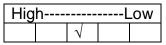
The proposal cited a 2016 report on the supply and demand for genetic counselors. In addition to the explosion of knowledge in the field of genetics, the report identified five factors driving a rapidly accelerating

demand: personalized disease management, emerging specialty areas in genetics, increasing use of genetic testing, increasing number of new genetic tests, and the trend of delayed child-bearing.

UNMC quotes the U.S. Bureau of Labor Statistics that projects a national increase in demand of 29% from 2014-2024 for genetic counselors and the Nebraska Department of Labor projection of an increase of 14.2% for Healthcare Practitioners and Technical Occupations. Commission staff found that while there was a category of Genetic Counselor there was no data available for the state. The average entry level wage for Healthcare Practitioners and Technical Occupations was \$37,343. However, this category includes occupations that do not require the same level of education as a genetic counselor.

The proposal also reports that the first genetic counselor in Nebraska was hired by Children's Hospital in the late 1970s. Since that time the University of Nebraska has become the primary provider of genetic counseling for the majority of the state. Services are contracted out to Omaha area facilities and counseling is available at 40 clinical sites throughout the state. The proposal did not give the locations of the clinics, but the Munroe-Meyer website shows their various clinics concentrated in the northwest and eastern parts of Nebraska. The genetic counseling clinics are located in the Omaha metro area, Scottsbluff, North Platte, and Kearney. The proposal also did not give the number of counselors employed or needed to support this effort, although a letter from Munroe-Meyer accompanying the proposal stated that UNMC employs 90% of the genetic counselors in the state, and that Munroe-Meyer currently employs seven genetic counselors with a recruiting effort underway to hire three more.

B. Demand for the Program



The proposal provided a table showing the genetic counseling programs in other Big Ten institutions (there are eight) and in institutions in neighboring states. The table included, among other items, annual

enrollments and annual applications (where available). The number of students enrolled ranged from five to 18, with an average of nine. Of the 12 programs listed, half were able to report number of applications. Those ranged from 120 to 210, with an average of 152. The institutions report that the number of students accepted into programs is limited by program capacity.

UNMC proposes to enroll eight students in the each of the first two years with an increase to 10 in year three and the following years, for an on-going enrollment of 20 when the program is fully implemented.

The proposal did not provide rationale based on local demand. The figures from other institutions and the small number of accredited programs nationally (see Section C) support the

projected enrollments. However, with the exception of South Dakota, the institutions are all located in states with substantially larger populations than Nebraska and presumably greater student demand.

C. Avoidance of Unnecessary Duplication

Hig	h	 L	_OW

The Accreditation Council for Genetic Counseling has approved 36 programs in the United States and four in Canada. There are none in Nebraska. The closest program is a newly accredited one at Augustana

University in South Dakota. Northwestern University Medical School (Chicago), the University of Minnesota, and the University of Colorado Denver also have programs.

D. Resources: Faculty/Staff

HighLow					
	1				

ACGC accreditation requires that a new program identify a program director and a medical director prior to submitting an application. UNMC states that a full-time program director would be hired as well as a .5 FTE

field work coordinator and a .25 administrative support person. Munroe-Meyer would fund the first two positions and the College of Allied Health Professions would support the administrative position. All positions are included in the budget with the administrative position increasing to .5 FTE in years three through five.

E. Resources: Physical Facilities/Equipment

Hig	h	 	L	_OW

The program would be administratively housed in the College of Allied Health Professions located in Bennett Hall where the program director and faculty would have offices. Munroe-Meyer would provide an office for

the director when on-site as well as offices for genetic counseling practitioners who would participate in instruction. Both buildings have conference rooms, student areas, small group meeting space, computers, Internet access, and distance learning equipment. Facilities including classrooms in other campus buildings, such as Wittson Hall and the Michael F. Sorrell Center for Health Sciences Education, would also be available to the program.

Patient interaction rooms are available in Munroe-Meyer's main building and their separate clinical facility adjacent to the campus. UNMC has arrangements with a variety of other sites in the city, e.g., Methodist Hospital and Boys Town National Research Hospital, as well as 40 clinic sites throughout the state. The proposal listed eight specific clinical partners, the type of counseling provided, the availability of the site, and year in which the clinical experience would fall within the program.

UNMC reports that significant investment has recently been made in technology on campus to facilitate distance learning, curriculum revision including flipped classroom and hybrid models, and hands-on learning via simulation training.

F. Resources: Library/Information Access

This item was not directly addressed but with the resources of the Munroe-Meyer Institute, the entire UNMC campus, and the clinical partners, the information resources should be sufficient to support the program.

G. Budget

The proposal states that at year four the program would be self-sustaining through tuition revenue.

PROJECTED COSTS AND ANTICIPATED REVENUES FOR THE FIRST FIVE YEARS

As reported by UNMC

PROJECTED COSTS	•	ANTICIPATED REVENUES		
Faculty and Staff \$899,289		Reallocated/Existing	\$190,000	
		Funds ³		
General Operating ¹	\$324,641	New State Funds		
Equipment	\$74,000	New Local Funds		
Facilities ²	\$161,000	Tuition and Fees 4	\$718,930	
Library		Other ⁵	\$550,000	
Five-Year TOTAL	\$1,458,930	Five-Year TOTAL	\$1,458,930	

¹ Includes accreditation fees, office furnishings, marketing, and recruiting.

Committee Comment: With the projected increase in demand for genetic counselors, the geographic area served by UNMC, the relative paucity of accredited programs in the U.S., and the substantial external support pledged, creation of the proposed program is reasonable.

Committee Recommendation: Approve

First Regular Program Review: Due June 30, 2019 (tentative)

² Building retrofit

³ Contributions over the first three years from the College of Allied Health Professions and Munroe-Meyer from existing fee for service contract revenue.

⁴ Based on eight new students in years one and two and ten students each year thereafter. First year students take 30 credit hours and second year students take 27 at \$420 per credit hour for the class of 2019 and inflated at 3%. Amount is reduced by 9% for estimated remissions.

⁵ \$150,000 each from Nebraska Medicine, Children's Hospital and Medical Center, and Blue Cross Blue Shield of Nebraska; \$50,000 each from Methodist Health System and Boys Town National Research Hospital

2015-2016 EXISTING PROGRAM REVIEW

** (Item in bold is under Commission Threshold)

	COMMUNITY COLLEGE PROGRA	MS APPR	OVED b	y the EX	ECUTIV	E DIRECTO	OR for Contin	nuation	
Institution	Program	5 yr Average (2010-2015)							
		SCH	SCH/ FTE	Asso	ociate	Diploma	Certificate	Total Awards	Justification if under threshold
SCC	Deere Construction & Forestry Equipment Technician	506	467	AAS	4.4*			4.4*	Other
CCC	Diesel Technology	2,113	431	AAS	16.4	30.6	111.6	168.6	
MPCC	Diesel Technology	641	326	AAS	5.6	4.8	0.8	11.2	
NECC	Diesel Technology	2,404	465	AAS	27.4			27.4	
SCC	Diesel Technology-Ag Equipment	1,761	457	AAS	22.0			22.0	
SCC	Diesel Technology-Truck	1,321	404	AAS	18.2			18.2	
SCC	John Deere Technology	2,528	618	AAS	23.0			23.0	
SCC	Motorcycle, ATV, Personal Watercraft Tech	834	400			16.8		16.8	
WNCC	Powerline Construction & Maintenance Tech	667	415	AOS	8.0	11.0		19.0	
MCC	Utility Line Technician	3,060	473	AAS	33.8			33.8	
NECC	Utility Line	2,121	345	AAS	28.6			28.6	

^{*}Program only enrolls students in alternate years. There were two graduating classes with 11 in each.

Number of Degrees/Awards in this Program

(the mean of the prior 5 years)

Commission Thresholds

Student Credit Hour Production by Department Per Full-Time Equivalent Faculty

(the mean of the prior 5 years)

Less Than Two Years and Associate Baccalaureate and First Professional Masters Degree Specialist	10 7 5 4	All credit hours produced at the baccalaureate levels and all credit hours at the associate level or below except those described below.	300	All credit hours produced at the associate level and below in programs which utilize contact hou that are converted to credit hours for purposes of determining full-time equivalency pursuant	
Doctoral Degree	3			to Neb. Rev. Stat. § 85-1503 (2008)	275

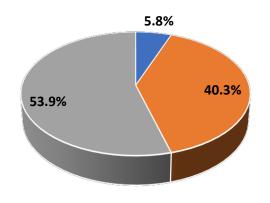
For 10/12/17 CCPE meeting.



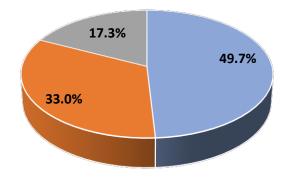
The map reflects SARA states at the time data was collected. As of September 2017, there are 48 states (Florida joined in summer 2017), U.S. Virgin Islands, and the District of Columbia

Over 1,600 institutions currently participate in SARA

Year	Number of Institutions Operating Under SARA	Number of Institutions Reporting to NC- SARA	Number of Institutions Reporting Distance Education Enrollment
2016	867	846	567
2017	1,494	1,477	1,394



Reporting Institutions by Sector



Reported Enrollment by Sector 1.17 Million Total Enrollment

Distance Students from SARA and Non-SARA States at Nebraska Institutions Fall 2016

Institution	# students	# students	State w/ largest # of	State w/ 2 nd	
(23 participating)	from SARA	from non-	students	largest #	
(20 participating)		SARA*	otadonto		
Bellevue University	3880	617	IA - 507	TX – 385	
Bryan College of	4	2	KS, MD, MI, WI 1		
Health Sciences			each		
Central Community	30	2	TX, SD, MN, KS, IA,		
College			CO - 3 each		
Chadron State	526	49	WY - 162	SD - 52	
College					
Clarkson College	232	15	IA – 72	SD – 39	
College of Saint Mary	9	0	IA – 6	NY, TX, UT – 1 each	
Concordia University	577	84	TX – 80	NY - 37	
Creighton University	965	141	IA – 138	TX – 84	
Doane University	3	0		WA - 1	
Metropolitan	690	62	IA – 295	KS - 83	
Community College		52	200		
Mid-Plains	24	1	CO, KS - 5 each		
Community College					
Midland University	4		IA - 4		
Nebraska College of	1	0	IL - 1		
Technical Agriculture	00	_	14 55	00.7	
Nebraska Methodist	96	5	IA - 55	SD - 7	
College of Nursing and Allied Health					
Northeast Community	125	5	IA - 80	SD - 20	
College	120		""	05 20	
Peru State College	230	45	IA – 50	MO - 25	
Southeast Community	132	7	KS - 21	IA – 16	
College					
Union College	0	0			
University of	591	53	TX – 53	KS – 50	
Nebraska - Lincoln	400	77	00 00	14 00	
University of Nebraska at Kearney	422	77	CO – 32	IA – 30	
University of	152	30	IA – 20	CO – 16	
Nebraska at Omaha	132	30	IA - 20	00 - 10	
University of	92	26	OH – 11	TX – 8	
Nebraska Medical					
Center					
Wayne State College	93	5	IA – 47	TX - 7	
Western Nebraska	78	3	CO – 26	WY – 14	
Community College	<u> </u>	4.5	TNI TV 5		
York College	35	16	TN, TX - 5 each		
TOTALS	8,991	1,245	,	WY – 176 KS – 163	

^{*}Enrollments from non-SARA states were not identified by individual state. At the time of reporting, the non-SARA states were California, Massachusetts, and Florida.

States Enrolling the Most Students from Nebraska:

<u>AZ - 747</u> <u>WV - 481</u> <u>IA - 466</u> <u>CO - 403</u>

U of Phoenix American Public U IWCC CO Technical U
Grand Canyon U U of Iowa College for Financial
Penn Foster U Kaplan U Planning

47 states and DC reported. Only Rhode Island and Alaska did not report students from Nebraska. The total of Nebraskans in all SARA states was 4,814.

INFORMATION ITEMS

- A. Reasonable and Moderate Extension
 - 1. UNK Public History (graduate certificate)
- B. Name Changes
 - 1. UNL Speech Language Pathology and Audiology to Communication Sciences and Disorders
 - 2. UNMC Department of Health Promotion, Social and Behavioral Health to Department of Health Promotion

Coordinating Commission for Postsecondary Education

Capital Construction Project Evaluation Form

Committee Draft

October 2, 2017

Institution/Campus: University of Nebraska at Kearney Project Name: Otto Olsen Building Replacement

Date of Governing Board Approval: January 27, 2017

Date Complete Proposal Received: June 20, 2017

Date of Commission Evaluation: October 12, 2017

University of Nebraska at Kearney & UNMC at Kearney

Fall Semester Enrollment by Campus*

	Fall 2013		Fall 2014		Fall 2015		Fall 2016	
	UNK	UNMC	UNK	UNMC	UNK	UNMC	UNK	UNMC
On-campus HC	5,525.0	86.0	5,341.0	93.0	5,095.0	117.0	5,025.0	188.0
Off-campus HC	14.0	0.0	0.0	0.0	1.0	0.0	4.0	1.0
Online HC	2,993.0	0.0	3,167.0	0.0	3,372.0	0.0	3,568.0	4.0
Campus FTE	5,535.0	90.7	5,406.0	97.6	5,207.0	129.1	5,083.0	200.6

^{*} Source: Supplemental enrollment by campus forms. Includes full-time and part-time headcount (HC) enrollment, both undergraduate and graduate/professional. Full-time equivalent (FTE) enrollment based on 15 semester credit hours for undergraduate students and 12 semester credit hours for graduate and first-professional students.

Project Description: The University of Nebraska at Kearney is proposing to replace the 65,964 gross square foot (gsf) Otto C. Olsen Building on UNK's Main Campus. Replacement space would involve 80,200 gsf in two facilities. First, a small addition to the Fine Arts Building directly south of Otto Olsen would accommodate the relocation of the Glass and Sculpture Studio from Otto Olsen. Second, a new Science, Technology, Engineering, & Mathematics (STEM) facility would be constructed on the west end of campus between the West Center and Ockinga Seminar Center. A site plan is provided on the following page. UNK has also stated that the 9,500 gsf Welch Hall and connecting link to the Ockinga Seminar Center will be demolished in conjunction with the construction of a new STEM building.

Several programs and departments currently housed in the Otto Olsen Building require relocation or replacement space prior to its demolition as follows:

- Early Childhood Education Center (ECEC) is being relocated to a newly developed South Campus facility (separate project not requiring Commission review).
- Information Technology Services (ITS), which includes the campus technology store, help
 desk, data center, and network room will be relocated within existing campus space that has
 yet to be determined prior to demolition.
- Family Studies has relocated office and academic space into newly renovated space in the West Center, formerly used by UNMC's Nursing program.
- Glass and Sculpture Studio would relocate into expanded and renovated space in the Fine Arts Building.

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(UNK / Otto Olsen Building Replacement evaluation continued)

- Instructional laboratory and office space for the remaining programs in Otto Olsen would be relocated into a new STEM facility including: Computer Science & Information Technology, Industrial Technology (Aviation Systems, Industrial Distribution, Information Networking & Telecommunications, and Construction Management), and Interior Design.
- Eight general-purpose classrooms in Otto Olsen would be consolidated into four classrooms in a new STEM facility.

In addition to relocating the above listed spaces, Mathematics and Physics program office and laboratory spaces would be relocated to a new STEM facility. Math and Physics are currently located in Warner (formerly Founders) Hall and Bruner Hall of Science. Relocation of these programs would facilitate a joint pre-engineering program between UNK and the UNL College of Engineering started in the Fall 2016. The joint program allows an engineering student to take the first two years of study at UNK prior to completing a degree at UNL. Vacated Math space would be used for offices and six small-group collaboration rooms. A portion of vacated Physics space would be used by Biology and Chemistry for offices, instruction, and applied research.

The University estimates the total project cost for replacement space to be \$30,000,000 (\$374/gsf) for design, construction, and new equipment. The proposed project would be funded from facilities bond proceeds. State appropriation of \$123,000 (\$12.94/gsf/year) is also requested for an incremental increase in facility operating and maintenance (O&M) costs.

The facilities bond proceeds are available as a result of statutory revisions per LB 957 in the 2016 legislative session. LB 957 extends the current facilities bond program, created by LB 605, for an additional 10 years through FY 2030. State appropriations of \$11,000,000 per year and institutional matching funds (student tuition) up to \$11,000,000 per year are to be used to finance facility repair, renovation, addition, or replacement projects. LB 957 permits the issuance of facilities bonds to provide funding for nine additional projects, including the "University of Nebraska at Kearney Otto C. Olsen Building."



 The proposed project demonstrates compliance and consistency with the Comprehensive Statewide Plan, including the institutional role and mission assignment. Yes No

Comments: Page 1-3 of the Commission's Comprehensive Statewide Plan highlights some of the economic forces for change in the future, along with their potential impacts on postsecondary education and the state including the following: "Economic growth in Nebraska is limited by shortages of workers, especially those with science, technology, engineering, mathematics (STEM), and design training." A potential impact of this force states on the same page: "Institutions will see a growing demand from business and from students for specialized knowledge and skill certifications (in professional, vocational, and technical areas such as information technology) to meet workforce needs." This proposed project would provide improved facilities for STEM related programs at UNK.

Page 1-7 of the *Plan* states: "Nebraska public institutions are accountable to the State for making wise use of resources for programs, services, and facilities as well as for avoiding unnecessary duplication." The proposed project would replace two outdated facilities with a new facility that meets programmatic needs.

Page 4-7 of the *Plan* outlines the following as one of the strategies for funding exemplary institutions: "The state will continue to invest monies for the ongoing and deferred repair and maintenance of existing facilities at the public institutions, and for new facilities when warranted." This project would address deferred repair needs on the UNK campus through replacement of existing facilities.

UNK's role and mission assignment outlined on page 7-29 of the *Plan* states: "The University of Nebraska at Kearney has a historic role of providing postsecondary education opportunities to the central region of the state." The same page of the *Plan* states the following regarding UNK's instructional role and mission: "UNK's primary emphasis is undergraduate programs leading to baccalaureate degrees in

arts and sciences, business, teacher education, and allied health."

2. The proposed project demonstrates compliar				
	consistency with the Statewide Facilities Plan.			

Yes No

Comments: This proposal largely demonstrates compliance and consistency with the Commission's Statewide Facilities Plan as outlined in the following criteria.

2.A The proposed project includes only new or existing academic programs approved by the Commission.

Yes No

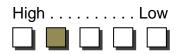
Comments: The following academic degree programs pertaining to this proposal were approved by the Executive Director for continuation, including date of last review:

- Bachelor of Science (BS) in Family Studies and Interior Design (March 1, 2013)
- BS in Aviation Systems Management (April 25, 2013)
- BS in Industrial Technology (October 13, 2016)
- BS in Industrial Technology Applied Science (October 13, 2016)
- BS in Industrial Distribution (October 13, 2016)
- BS in Construction Management (October 13, 2016)
- BS in Telecommunications Management (October 13, 2016) University has since renamed this degree program as Information Networking and Telecommunications
- BS in Applied Computer Science (September 16, 2014)
- BS in Computer Science (September 16, 2014)
- BS in Information Systems (September 16, 2014)
- Bachelor of Arts (BA), BS, and Bachelor of Science in Education (BSE) in Physics and Physical Science (May 19, 2011)
- BA and BS in Math (October 13, 2016)
- BA, Bachelor of Fine Arts (BFA), and Bachelor of Arts in Education (BAE) in Art and Art History (January 19, 2012)

 Master of Arts in Education (MAE) in Art and Art History (Commission approved a Follow-up Report to continue the program on April 30, 2015)

The Commission reviews existing academic programs on a seven-year cycle.

2.B Degree that the project demonstrates compliance with the governing-board-approved institutional comprehensive facilities plan.



Comments: The Board of Regents approved the UNK Facilities Development Plan 2006-2015 on January 19, 2007. Page 16 the Plan's planning imperatives section states:

"Tasks Derived from UNK Strategic Planning

The UNK Strategic Plan states five broad goals and outlines specific objectives and high-value program directions for each goal. Specific tasks stated for facilities development planners, with respect to each of the overarching goals, are indicated below.

LEARNING GOAL: to enlarge students' understanding of the world, to improve their ability to think critically, and to prepare them for advanced study and productive careers, by engaging with each as an individual learner.

Facilities Development Tasks:

 Continue the renewal of UNK's academic infrastructure, including buildings, classrooms/laboratories, library resources, and instructional technology."

Page 62 of the *Plan's* implementation recommendations section states:

"Because of the renovation costs and the difficulties of moving vital infrastructure provided by the Department of Information Technology Service located in Otto Olsen, a new building appears to be the most practical and cost effective approach. We anticipate updating the existing program statement

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(UNK / Otto Olsen Building Replacement evaluation continued)

accordingly. The existing west wing of Otto Olsen and the west parking lot are potential sites for rebuilding Otto Olsen."

A Mid-Plan Progress Report was presented to the BOR in April 13, 2012. This report outlined the following for the Otto Olsen Building on page 4:

"The proposed project will provide the first major renovation of the Otto Olsen Building. Ongoing deferred maintenance and ADA projects have been completed using TF309 and LB1100 funding to address the buildings immediate shortcomings. The 66,000 square foot facility was built in 1954 in the original academic core of the campus.

The original mechanical, electrical distribution and lighting systems are still in use in most areas of the building.

The proposed project is related to Deferred Maintenance, Code, Fire and Life Safety Issues and meeting today's educational needs. Department growth and changes have made renovation of the west wing and child care addition impractical. Study and planning are underway to relocate programs in the College of Business and Technology. The present concept, renovating a portion of the existing structure and relocating some departments to other locations on campus, provides the most cost effective alternative that conforms to the comprehensive plan for the University. Should the proposed College of Nursing and Allied Health become a reality, relocating Nursing away from West Center could be a first step in advancing these Otto Olsen projects."

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2.C	Degree that the project addresses existing facility
	rehabilitation needs as represented in a facilities
	audit report or program statement.

High Low

Comments: A 2014 Facilities Audit report of the Otto Olsen Building identified the following systems as requiring minor renovation/repair: structural, exterior enclosure (except for existing single pane windows that are original and inefficient), plumbing, and interior finishes. Heating, ventilating, and air conditioning (HVAC), lighting, and power systems were identified as needing major renovation/replacement. The only renovation since the building was originally constructed in 1954 has been a \$1.5 million project that included partial asbestos removal, ADA modifications, and air conditioning of the west wing, completed in 2004. Demolition of Otto Olsen would eliminate the need to address these deferred repair needs.

2.D Degree that project justification is due to inadequate quality of the existing facility because of functional deficiencies and is supported through externally documented reports (accreditation reports, program statements, etc.).

High Low

Comments: The University states that programs and departments currently occupying the Otto Olsen Building have been forced into spaces designed for programs (i.e., Vocational Education, Home Economics, etc.) that are no longer taught on campus. Appropriate infrastructure for the current curriculum, such as adequate air conditioning, power, etc. is also lacking.

2.E Degree that the amount of space required to meet programmatic needs is justified by application of space/land guidelines and utilization reports.

High Low

Comments: Individual classroom, class laboratory and office sizes were based on *University Space and Land Guidelines* with modifications as needed to meet specific needs.

Classroom Utilization - Eight existing general-purpose

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(UNK / Otto Olsen Building Replacement evaluation continued)

classrooms in Otto Olsen were utilized an average of 15.5 hours per week in the Fall 2016. There were 80 additional classrooms on the UNK campus during this time that were scheduled an average of 21.0 hours per week. This compares to nationally recognized standards of 30 hours per week for classroom scheduling at four-year institutions. The proposed project would reduce the number of classrooms on campus by four.

Class Laboratory Utilization – Nine existing class laboratories in Otto Olsen were utilized an average of 13.7 hours per week in the Fall 2016. There were 47 additional class laboratories on the UNK campus during this time that were scheduled an average of 14.7 hours per week. This compares to nationally recognized standards of 20 hours per week for class laboratory scheduling at four-year institutions. The University stated that several of these dedicated class labs are also open to students outside of regularly scheduled labs for student projects. Utilization data does not account for seven open laboratories used by programs in the Otto Olsen Building that are not typically scheduled.

2.F Degree that the amount of space required to meet specialized programmatic needs is justified by professional planners and/or externally documented reports.

High Low

Comments: Square footage projections were based on input provided by the college deans and department chairs. The University stated that departments looked at their current needs and the anticipated growth or changes affecting their curriculum. Several programs including Computer Science & Information Technology, Industrial Distribution, Construction Management, and Interior Design are proposing substantial increases in the amount of instructional laboratory space in a new STEM facility. Some of the proposed increase is to provide separate laboratory space for unique courses. However, the size of these laboratories has also increased substantially.

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2.G	Ability of the project to fulfill currently established
	needs and projected enrollment and/or program
	growth requirements.

High Low

Comments: The needs outlined in this proposal would meet the needs of existing programs as presently offered. The University anticipates enrollment growth in these programs as a result of the proposed project.

2.H The need for future projects and/or operating and maintenance costs are within the State's ability to fund them, or evidence is presented that the institution has a sound plan to address these needs and/or costs.

Higl	า	 	Low

Comments: If funding is not available within the existing project budget, UNK has indicated that it would allocate institutional funding to relocate Information Technology Services (ITS) and demolish the Otto Olsen Building following construction of replacement facilities as outlined in this proposal. This would include any hazardous material removal in the existing facility. Minimal remodeling costs associated with repurposing vacated Math and Physics spaces would also be funded with institutional funding.

2.1 Evidence is provided that this project is the best of all known and reasonable alternatives.



Comments: The primary alternative considered was either a full renovation of the Otto Olsen Building or partial demolition of the west and childcare wings with a replacement addition. The University indicated that high ceilings and narrow floor plan make renovation of Otto Olsen's west wing impractical. Cost savings from a combination renovation and replacement would likely be between \$1 and \$2 million. The University believes that a new facility would provide the best opportunity for success for the consolidation of STEM focused programs.

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2.J Degree that the project would enhance institutional effectiveness/efficiencies with respect to programs and/or costs.

High Low

Comments: No cost savings would be realized by this proposal. Modern instructional facilities for UNK academic programs would provide an asset to assist in recruiting students to campus.

2.K Degree that the amount of requested funds is justified for the project and does not represent an insufficient or extraordinary expenditure of resources.



Comments: Construction Costs - The University estimate to design, construct, and equip Otto Olsen Building replacement space is \$30,000,000 (\$374/gsf). Commission staff's estimate of the total project cost is \$30,133,900 (\$375/gsf) for construction of green college classroom space per *R.S. Means Square Foot Costs* modified to account for local conditions. The University's estimate is \$133,900 (0.4%) lower than Commission staff's estimate. The minimal difference between these estimates is in construction costs.

Operating and Maintenance Costs - The University is estimating an incremental increase in facility operating and maintenance (O&M) costs for the building addition at \$123,000 per year (\$12.94/gsf/year). Commission staff's estimate to provide facility O&M for the new space is \$74,800 per year (\$7.87/gsf/year). The University's estimate is \$48,200 (64.4%) more than Commission staff's estimate. Commission staff's estimate assumes that existing funding used to operate and maintain the Otto Olsen Building and Welch Hall would be reallocated to a new STEM facility and small addition to the Fine Arts Building.

2.L	Source(s) of funds requested are appropriate for the project.	High	Low
	Comments: Equal amounts of State appropriations and student tuition would also be used to finance long-term bonds that would provide \$30 million in funding for this proposal. The use of State funds to replace instructional and applied research space is appropriate.		
	The University has stated that it will seek an increase in State appropriations in the biennial operating budget request to fund an incremental increase in facility operating and maintenance (O&M) costs related to a net increase in space after Otto Olsen and Welch Hall are demolished. The Commission endorses the University's efforts to seek State appropriations to support academic facilities O&M costs. However, it should be noted that State appropriations for increased O&M costs have rarely been provided for several biennia. ¹		
	proposed project demonstrates that it is not an ecessary duplication of facilities.	Yes	No
	nments: This project will not unnecessarily duplicate sting UNK instructional space.		
3.A	Degree that the project increases access and/or serves valid needs considering the existence of other available and suitable facilities.	High	Low

Comments: The purpose of this project is to improve the quality of existing academic space on campus and increase access to and visibility of STEM related programs. The project would not adversely impact the utilization of campus facilities.

3.

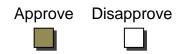
¹ Prior to the 2007-2009 biennium, State general fund appropriations were historically used to finance ongoing facility operating and maintenance (O&M) costs for new instructional space at Nebraska public postsecondary educational institutions.

COMMISSION ACTION AND COMMENTS:

Action: Pursuant to the Nebr. Rev. Stat. § 85-1414, the Budget, Construction, and Financial Aid Committee of the Coordinating Commission for Postsecondary Education recommends approval of the University of Nebraska at Kearney's proposal to utilize State appropriations to replace the Otto Olsen Building, including providing additional operating and maintenance funding, as outlined in the governing board approved program statement and supplemental addendums to the program statement.

Comments: Deficiencies in the Otto Olsen Building are well documented and evident, decreasing the effectiveness of instruction and services for those programs and departments in this aging facility. The consolidation of Science, Technology, Engineering, & Mathematics (STEM)-related programs into a new replacement facility, including the newly created preengineering program, should provide support for developing and retaining students in STEM-related fields in central and rural Nebraska.

UNK's on-campus enrollment has declined over the last several years, thus creating lower utilization of existing facilities. To address those concerns, in addition to demolishing the Otto Olsen Building, UNK has proposed to demolish Welch Hall adjacent to the proposed site of the new STEM facility (see UNK letter following this evaluation). The Commission concurs in this effort to increase the utilization of existing campus facilities and improve efficiencies of available resources.







September 21, 2017

Mr. Mike Wemhoff, Facilities Officer Coordinating Commission for Postsecondary Education

Re: Otto Olsen Replacement Building/University of Nebraska at Kearney

Dear Mike:

I write this letter to confirm our intention to demolish Welch Hall on the University of Nebraska at Kearney campus. We plan to demolish the building in conjunction with the construction of the new STEM building. The source of funds will be University of Nebraska funds. We do not see the need for any new construction for the relocation of the current functions in Welch Hall.

Thank you for the favorable consideration of our new STEM building. It will be transformative for the future of our campus.

Sincerely

Douglas A. Kristensen, J.D.

Chancellor



COMMUNITY COLLEGE GAP ASSISTANCE PROGRAM

2016-17 Annual Report

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Introduction

The Community College Gap Assistance Program was established by the Nebraska Legislature in 2015 to address identified skilled workforce shortages. The program provides financial aid to low-income community college students enrolled in non-credit programs of study that prepare them for jobs in highneed fields. These students are not eligible for federal Pell grants or state Nebraska Opportunity Grants, which serve only students enrolled in for-credit courses leading to certificates or degrees, hence the program addresses an identified affordability and workforce preparation "gap."

STUDENT ELIGIBILITY

Pursuant to Neb. Rev. Stat. §85-2003, to be eligible for community college Gap Assistance, an applicant:

- a) Must have a family income which is at or below two hundred fifty percent of the U.S. Department of Health and Human Services income poverty guidelines; and
- b) Shall be a resident of Nebraska as provided in Neb. Rev. Stat. §85-502.

Applicants must complete an initial assessment, administered by their community colleges in accordance with Neb. Rev. Stat. §85-2007, to determine the applicants' readiness to complete a Gap Assistance program of study. The community colleges shall make the determination of readiness based on:

- a) The ability to be accepted into and complete a Gap program of study;
- b) The ability to be accepted into and complete a postsecondary certificate, diploma, or degree program for credit;
- c) The ability to obtain full-time employment; and
- d) The ability to maintain full-time employment over time.

ELIGIBILE STUDENT COSTS

Pursuant to Neb. Rev. Stat. §85-2006 eligible student costs include, but are not limited to:

- a) Tuition;
- b) Direct training costs;
- c) Required books and equipment; and
- d) Fees, including, but not limited to, fees for industry testing services and background check services.

ELIGIBILE COMMUNITY COLLEGE COSTS

Pursuant to Neb. Rev. Stat. §85-2009 community colleges may use part of their allocation to assist in defraying the costs of direct staff support services, including, but not limited to, marketing, outreach, applications, interviews, and assessments. The amount of such administrative assistance is as follows:

- a) Up to twenty (20) percent of any amount allocated for such purposes to the two smallest community colleges;
- b) Up to ten (10) percent of any such amount to the two largest community colleges; and
- Up to fifteen (15) percent of any such amount to the remaining two community colleges.



ELIGIBILE PROGRAMS

A Gap Assistance program of study means a program offered by a community college that is not offered for credit, is in an in-demand occupation, has a duration of not less than sixteen contact hours in length, and does any of the following:

- Offers a state, national, or locally recognized certificate;
- Offers preparation for a professional examination or licensure;
- Provides endorsement for an existing credential or license;
- · Represents recognized skill standards defined by an industrial sector; or
- Offers similar credential or training.

A Gap Assistance program of study offered by a community college must also be aligned with training programs with stackable credentials that lead to a program awarding either college credit, an associate's degree, a diploma, or a certificate in an in-demand occupation. The aligned training program can be either for credit or non-credit.

In-demand occupations must be in one of the following areas:

- Financial services;
- Transportation, warehousing, and distribution logistics;
- · Precision metals manufacturing;
- Biosciences;
- Renewable energy;
- Agriculture and food processing;
- Business management and administrative services;
- Software and computer services;
- Research, development, and engineering services;
- Health services;
- Hospitality and tourism;
- Construction; and
- Any other industry designated as an in-demand occupation by the committee.

GAP ASSISTANCE FUNDING

As required by Neb. Rev. Stat. §9-812[5][c], funding for the Gap Assistance program is provided through a quarterly transfer of 9% from the Education Improvement fund, which receives 44.5% of lottery proceeds. The first transfer to the Gap Assistance program took place in October 2016, with the first transfer to the community colleges occurring shortly after.

GAP ASSISTANCE REPORTING

The Nebraska Community College Student Performance and Occupational Education Grant Committee provides direction for the Gap Assistance program, and the Coordinating Commission for Postsecondary Education administers the program. At the direction of the committee, community colleges are required to report basic demographic, program, and employment data for each participant to gauge the effectiveness of the Gap Assistance program.



Summary

As is common with new programs, community colleges varied in their ability to develop and implement the Gap Assistance program based on funding, staffing, and Gap-eligible programs in place prior to the first transfer of funds in October 2016. Along with other district attributes, such as population and aggregate employer demand, these issues help explain why Metropolitan Community College approved 38 participants in the first year of the Gap Assistance program while Mid-Plains and Western Nebraska Community Colleges each approved fewer than 10 participants. During the first year of implementation, colleges spent only 18% of the total first-year allocation.

There are currently 283 approved programs in the 12 in-demand occupational areas eligible for Gap Assistances funding. [See Appendix 1] Health Services programs were the most utilized in 2016-17 followed by Construction programs. Transportation, Warehousing, and Distribution Logistics and Precision Metals Manufacturing round out the top four most utilized programs. [See Table 5]

Of the 107 approved participants of the Gap Assistance program, 64 were male and 43 were female. Males 16-20 years of age and 26-30 years of age and females 21-25 years of age and 41-45 years of age took greatest advantage of the program in its first year. [See Table 7]

Unsurprisingly, the top in-demand field for male participants is construction, while the top in-demand field for female participants is health services. Both precision metals manufacturing and transportation, warehousing, and distribution logistics also have strong male participation. [See Table 8]

Of the approximately \$175,000 in direct costs incurred by the community colleges, 59% was used for tuition, 30% was used for direct training costs, 10% was used for books and equipment, and 1% was used for fees.



Table 1: Gap Assistance Program Summary All Community Colleges - 2016-17

Fiscal Year Budget	
Carry Forward from Prior Fiscal Year	\$0
Current Year Allocation	\$1,413,596
Total Available for Current Fiscal Year	\$1,413,596

Line Item Expenses	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year End Total
Direct Costs:					
Tuition	\$1,600	\$9,281	\$80,463	\$11,658	\$103,002
Direct training costs	\$940	\$0	\$5,906	\$44,933	\$51,779
Required books and equipment	\$870	\$338	\$15,305	\$1,579	\$18,092
Fees	\$1,580	\$0	\$727	\$198	\$2,504
Subtotal	\$4,990	\$9,619	\$102,401	\$58,367	\$175,377
Administrative Costs:					
Staff support/admin	\$18,799	\$22,347	\$21,725	\$26,973	\$89,843
Total	\$23,789	\$31,965	\$124,125	\$85,340	\$265,220

Carried Forward to Next Fiscal Year \$1,148,376

Training Status	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year End *
Number of Completed Applications	18	14	61	31	122
Number of Approved Participants	11	11	59	27	106
Status of Approved Participants					
Waiting to Participate	0	0	2	5	5
Enrolled	11	12	35	20	20
Completed Training	0	9	25	32	66
Completion Rate		90%	74%	86%	81%
Did Not Complete Training	0	1	9	5	15
* A f L 20 2047					

^{*} As of June 30, 2017

Employment Status	Year End Total
New Employment within their Field	9
Retained Employment	14
Unemployed but Continuing Further Education	5
Looking for Work/Unemployed	10
Deceased	0
No Response/Unable to Contact	28
Overall Employment Rate of Respondents *	70%
Overall New Employment Rate of Respondents *	27%

^{*} Employment rate based on program completers who responded to survey attempts and were not continuing further education. Actual employment rates may be higher or lower than indicated in the table.



Table 2: Gap Assistance Program Summary by College - 2016-17

College	Fiscal Year Allocation	Available Funds *	Total Expenditures	Completed Applications	Approved Participants
Central Community College	\$188,856	\$188,856	\$72,877	15	13
Metropolitan Community College	\$483,733	\$483,733	\$104,303	38	38
Mid-Plains Community College	\$87,077	\$87,077	\$15,150	10	6
Northeast Community College	\$154,789	\$154,789	\$38,538	36	30
Southeast Community College	\$411,357	\$411,357	\$31,739	21	17
Western Nebraska Community College	\$87,784	\$87,784	\$2,613	2	2
Total	\$1,413,596	\$1,413,596	\$265,220	122	106

^{*}Available funds include unspent funds from prior fiscal years.

Table 3: Gap Assistance Program Expenditures by College - 2016-17

College	Tuition	Direct Training	Books and Equipment	Fees	Staff Support & Admin.
Central Community College	\$0	\$44,700	\$0	\$0	\$28,177
Metropolitan Community College	\$50,078	\$0	\$12,645	\$0	\$41,580
Mid-Plains Community College	\$9,174	\$0	\$2,437	\$0	\$3,539
Northeast Community College	\$26,935	\$1,316	\$2,305	\$2,479	\$5,503
Southeast Community College	\$15,865	\$5,763	\$448	\$0	\$9,663
Western Nebraska Community College	\$950	\$0	\$257	\$25	\$1,381
Total	\$103,002	\$51,779	\$18,092	\$2,504	\$89,843

Table 4: Gap Assistance Program Completers by College - 2016-17

College	Completed Training *	Did Not Complete	Completion Rate	Cost per Completion
Central Community College	8	2	80%	\$9,110
Metropolitan Community College	26	10	72%	\$4,012
Mid-Plains Community College	0	0	0%	N/A
Northeast Community College	20	2	91%	\$1,927
Southeast Community College	10	1	91%	\$3,174
Western Nebraska Community College	2	0	100%	\$1,307
Total	66	15	81%	\$4,018

^{*} As of June 30, 2017. Does not include students enrolled but not completed as of June 30, 2017.

The large variance in cost per completion is mostly attributable to certain programs having higher instructional costs. For example, all Gap Assistance students attending Central Community College were enrolled in the more expensive precision metals manufacturing programs; the majority of Gap Assistance recipients at the other colleges were enrolled in less expensive programs.



Table 5: Gap Assistance Program <u>Approved</u> Participants In-Demand Programs of Study Enrolled - 2016-17

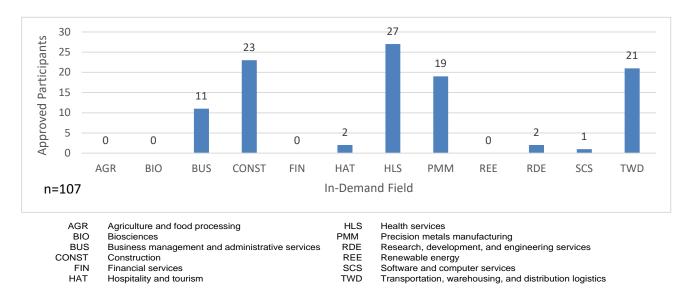
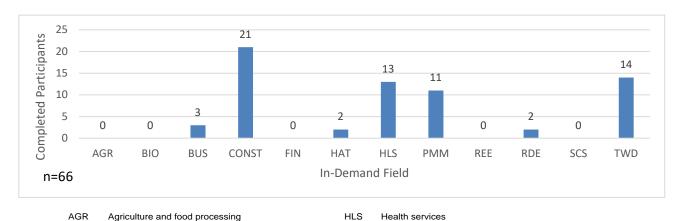


Table 6: Gap Assistance Program <u>Completed</u> Participants In-Demand Programs of Study Completed - 2016-17



Agriculture and food processing Precision metals manufacturing BIO PMM Biosciences BUS Business management and administrative services RDE Research, development, and engineering services CONST RFF Construction Renewable energy FIN Financial services SCS Software and computer services HAT Hospitality and tourism TWD Transportation, warehousing, and distribution logistics



BIO

BUS

FIN

HAT

CONST

Biosciences

Construction

Financial services

Hospitality and tourism

Business management and administrative services

Table 7: Gap Assistance Program Approved Participants by Age and Gender - 2016-17

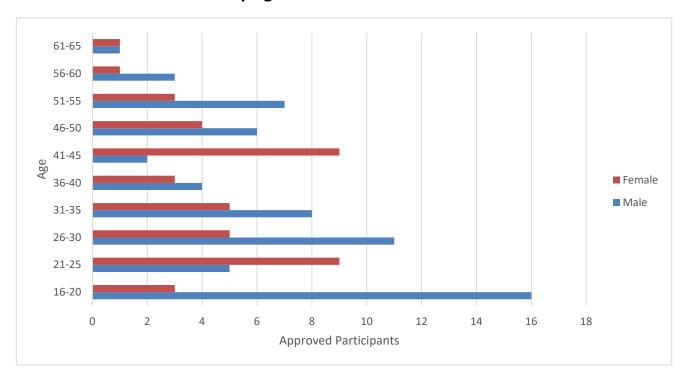
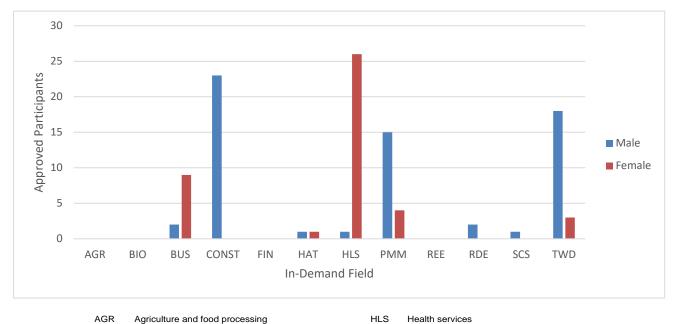


Table 8: Gap Assistance Program Approved Participants In-Demand Field by Gender - 2016-17



PMM

RDE

REE

SCS

TWD

Precision metals manufacturing

Software and computer services

Renewable energy

Research, development, and engineering services

Transportation, warehousing, and distribution logistics



Approved Gap Assistance Programs of Study

Appendix A

			Length
Community			(contact
College	Gap Program of Study	In-demand Occupation Selection	hours)
CCC	200 Hour English, Math, Writing, Computer	Agriculture and food processing	200
CCC	400 Hour English, Math, Writing, Computer	Agriculture and food processing	400
CCC	600 Hour English, Math, Writing, Computer	Agriculture and food processing	600
WNCC	Environmental/Hazardous Waste Worker	Biosciences	60
CCC	Intro to Microsoft Office	Business management and administrative services	40
CCC	Micro Soft Office/Leadership Series	Business management and administrative services	80
MCC	Business Office Specialist Professional Certificate	Business management and administrative services	144
MCC	Small Business Startup Certificate	Business management and administrative services	70
MPCC	Accounting Fundamentals	Business management and administrative services	24
MPCC	Accounting Fundamentals II	Business management and administrative services	24
MPCC	Administrative Professional with Microsoft Office 2007 Master	Business management and administrative services	340
MPCC	Administrative Professional with Microsoft Office 2010 Master	Business management and administrative services	380
MPCC	Administrative Professional with Microsoft Office 2013 Master	Business management and administrative services	445
MPCC	Advanced Paralegal Certificate	Business management and administrative services	50
MPCC	Building Teams that Work	Business management and administrative services	24
MPCC	Business Coaching Certificate	Business management and administrative services	32
MPCC	Certificate in Accounting & Finance for Non-Financial Managers	1	48 48
MPCC MPCC	Certificate in Business Writing Certificate in Non Profit Administration	Business management and administrative services	48
		Business management and administrative services	48
MPCC	Certificate in Office Operations	Business management and administrative services	
MPCC	Certificate in Presentation Media	Business management and administrative services	48
MPCC	Certificate in Project Management	Business management and administrative services	48 56
MPCC MPCC	Certificate in Workplace Communication Certified Bookkeeper	Business management and administrative services	140
MPCC	•	Business management and administrative services	45
MPCC	Employment Law Certificate Course	Business management and administrative services	45
MPCC	Entrepreneurship Certificate	Business management and administrative services	60
MPCC	Legal Investigation Certificate	Business management and administrative services	42
MPCC	Legal Secretary Certificate National Career Readiness Certificate	Business management and administrative services	120
MPCC	Paralegal Certificate	Business management and administrative services Business management and administrative services	90
MPCC	Payroll Practice and Management	Business management and administrative services	80
MPCC	Professional Bookkeeping with QuickBooks 2012	Business management and administrative services	30
MPCC	Professional Bookkeeping with QuickBooks 2012	Business management and administrative services	140
MPCC	Professional Bookkeeping with QuickBooks 2015	Business management and administrative services	140
IVII CC	Project Management Essentials w/Certified Associate in	business management and duministrative services	140
MPCC	Project Management Certification	Business management and administrative services	60
MPCC	Records Management Certificate	Business management and administrative services	180
MPCC	Social Media for Business Certificate	Business management and administrative services	48
MPCC	Supervisory and Leadership Certificate	Business management and administrative services	32
NECC	Administrative Assistant	Business management and administrative services	30
NECC	Entrepreneurship	Business management and administrative services	24
SECC	Leadership Success Certificate	Business management and administrative services	40
SECC	Lean Transactional Training	Business management and administrative services	24
SECC	Six Sigma Green Belt Certification	Business management and administrative services	63
WNCC	Basic Office Systems	Business management and administrative services	100
WNCC	Call Center Professional	Business management and administrative services	16
WNCC	Microsoft Office Specialist Certification Prep	Business management and administrative services	80
WNCC	Real Estate	Business management and administrative services	90
CCC	Concrete Refinisher	Construction	40
CCC	Concrete Refinisher	Construction	32
CCC	Concrete Refinisher/Forklift Training	Construction	46
CCC	Concrete Refinisher/Forklift Training	Construction	38
MCC	Carpet Floor Installer	Construction	52
MCC	Commercial Roofing Technician Certificate	Construction	40
MCC	Concrete Technician Certificate	Construction	40
MCC	Facilities Maintenance Technician Certificate	Construction	104
MCC	Hard Surface Floor Installer	Construction	56
MPCC	Concrete in Practice	Construction	36
SECC	Concrete in Practice	Construction	34
WNCC	Commercial Construction	Construction	185



Approved Gap Assistance Programs of Study

Appendix A

_			Length
Community			(contact
College	Gap Program of Study	In-demand Occupation Selection	hours)
WNCC	Residential Construction	Construction	105
MCC	Intuit QuickBooks Certified User	Financial services	48
MPCC	Charter Tax Professional	Financial services	180
MCC	Certified Electronic Health Records Specialist	Health services	120
MPCC	Administrative Dental Assistant	Health services	150
MPCC	Advanced Coding for the Physician's Office	Health services	100
MPCC	Advanced Hospital Coding and CCS Prep	Health services	80
MPCC	Certified National Pharmaceutical Representative	Health services	90
MPCC	Clinical Dental Assistant	Health services	240
MPCC	COMPTIA Healthcare IT Technician	Health services	80
MPCC	COMPTIA Healthcare IT Technician (Voucher Included)	Health services	80
MPCC	Explore a Career in Medical Coding	Health services	24
MPCC	Legal Nurse Consultant Training Course	Health services	42
MPCC	Medical Administrative Assistant	Health services	200
MPCC	Medical Coding and Billing	Health services	638
MPCC	Medical Transcription & Editing	Health services	640
MPCC	Optician Certification Training	Health services	150
MPCC	Pharmacy Technician	Health services	285
MPCC	Pharmacy Technician	Health services	330
MPCC	Physical Therapy Aide	Health services	150
MPCC	Spanish for Medical Professionals	Health services	16
NECC	Certified Pharmacy Technician Exam Preparation	Health services	16
NECC	CNA (Certified Nurse Aide)	Health services	76
NECC NECC	Emergency Medical Responder	Health services	60 127
	Emergency Medical Responder Technician EMT I and EMT II	Health services	
NECC NECC	Medication Aide	Health services Health services	158 45
SECC SECC	LPN C Course (upgrade in pay if completed) LPN Refresher Course (renew license)	Health Services Health Services	70 110
SECC	Medication Aid	Health Services	100
SECC	Paramedic Refresher (renew license)	Health Services	40
SECC	RN Refresher Course (renew license)	Health Services	120
SECC	RN/LPN Clinical	Health services	90
WNCC	Emergency Medical Technician	Health services	150
WNCC	Long-Term Care	Health services	125
WNCC	Medical Assisting	Health services	345
WNCC	Medical Assisting	Health services	375
WNCC	Pharmacy Technician Certification Prep	Health services	68
WNCC	Phlebotomy	Health services	270
WNCC	Sterile Processing	Health services	60
MPCC	Certificate in Customer Service	Hospitality and tourism	32
MPCC	Certified Global Business Professional	Hospitality and tourism	160
MPCC	eMarketing Essentials Certificate	Hospitality and tourism	48
MPCC	Food and Customer Service Skills Training Certificate Program	Hospitality and tourism	120
MPCC	Mobile Marketing Certificate	Hospitality and tourism	48
MPCC	Online Marketing Certified Associate: Content Marketing	Hospitality and tourism	70
	Online Marketing Certified Associate: Content Marketing Online Marketing Certified Associate: Conversion		,,,
MPCC	Optimization Associate	Hospitality and tourism	105
MPCC	Online Marketing Certified Associate: Display Advertising Associate		60
MPCC	Online Marketing Certified Associate: Email Marketing Associate		70
MPCC	Online Marketing Certified Associate: Mobile Marketing Associ		105
MPCC	Online Marketing Certified Associate: Pay Per Click Associate	Hospitality and tourism	110
	Online Marketing Certified Associate: Search Engine	11	1 220
MPCC	Optimization Associate	Hospitality and tourism	110
MPCC	Online Marketing Certified Associate: Social Media Associate	Hospitality and tourism	110
MPCC	Travel Agent Training	Hospitality and tourism	250
MPCC	Video Marketing Certificate	Hospitality and tourism	32
NECC	Food Service and Dietary Management Certificate	Hospitality and tourism	26
WNCC	Hospitality and tourism Professional	Hospitality and tourism	24
CCC	10 Hour OSHA General Industry and Forklift	Precision metals manufacturing	16

Appendix A

Approved Gap Assistance Programs of Study

Community			Length (contact
College	Gap Program of Study	In-demand Occupation Selection	hours)
CCC	24 Hour Hazwoper	Precision metals manufacturing	24
CCC	30 hour OSHA Construction 29 CFR 1926	Precision metals manufacturing	30
CCC	30 Hour OSHA General Industry 29 CFR 1910	Precision metals manufacturing	30
CCC	40 hour Emergency Response	Precision metals manufacturing	40
CCC	Advanced Programmable Logic Controls	Precision metals manufacturing	24
CCC	Basic and Electrical Pneumatics	Precision metals manufacturing	32
CCC	Basic Electrical	Precision metals manufacturing	24
CCC	Basic Programmable Logic Controls RS 500	Precision metals manufacturing	24
CCC	Basic RS 5000 logic PLC	Precision metals manufacturing	24
CCC	Basic Welding Training	Precision metals manufacturing	120
CCC	Basic Welding Training & Basic Welding Training Level II	Precision metals manufacturing	200
CCC	Basic Welding Training Level II	Precision metals manufacturing	80
CCC	Industrial Maintenance Series	Precision metals manufacturing	120
CCC	Intro to Technical Diagrams	Precision metals manufacturing	16
CCC	Intro to Welding & Blueprint Reading	Precision metals manufacturing	96
CCC	Leadership Series	Precision metals manufacturing	56
CCC	Mechanical Systems	Precision metals manufacturing	24
CCC	Motor Controls and Relay logic	Precision metals manufacturing	24
CCC	Variable Frequency Drive	Precision metals manufacturing	16
MCC	30 Hour OSHA Construction Certificate 29 CFR 1926	Precision metals manufacturing	30
MCC	Basic Welding Technician Certificate	Precision metals manufacturing	150
MCC	Certified Production Technician	Precision metals manufacturing	128
MCC	Door Tech Training Program	Precision metals manufacturing	32
MCC	NC3 Precision Measurement Certification	Precision metals manufacturing	30
MCC	NC3 Torque Certification	Precision metals manufacturing	30
MPCC	Basic Arc & Gas Welding	Precision metals manufacturing	24
MPCC	Basic Arc and Gas Welding	Precision metals manufacturing	24
MPCC	Basic Welding & Safety	Precision metals manufacturing	24
MPCC	Basic Welding Techniques & Safety	Precision metals manufacturing	24
MPCC	Oxyacetylene Welding	Precision metals manufacturing	80
NECC	*NC3 Precision Measurement Certification	Precision metals manufacturing	30
NECC	Diversified Manufacturing Boot Camp	Precision metals manufacturing	72
NECC	Gas Metal Arc Welding (GMAW) MIG	Precision metals manufacturing	60
NECC	OSHA 10 Hour and Safety (10 hour card)	Precision metals manufacturing	30
NECC	OSHA 30 Hour and Safety (30 hour card)	Precision metals manufacturing	32
NECC	Precision Measurement	Precision metals manufacturing	18
SECC	Advanced Allen-Bradley PLC	Precision metals manufacturing	24
SECC	Advanced Automation Direct PLC Programming	Precision metals manufacturing	24
SECC	Advanced Precision Machining	Precision metals manufacturing	24
SECC	Basic Allen Bradley PLC	Precision metals manufacturing	24
SECC	Basic Automation Direct PLC	Precision metals manufacturing	24
SECC	Basic Precision Machining	Precision metals manufacturing	24
SECC	Basic RS5000/LOGIX	Precision metals manufacturing	24
SECC	Basic Welding	Precision metals manufacturing	30
SECC	Electrical Code	Precision metals manufacturing	30
SECC	Electrical Fundamentals	Precision metals manufacturing	24
SECC	Electrical Troubleshooting	Precision metals manufacturing	24
SECC SECC	Gas Metal Arc Welding	Precision metals manufacturing Precision metals manufacturing	144
	High Pressure Engineering Industrial Measurement, Sensors & Controls		
SECC SECC	Industrial Pneumatics	Precision metals manufacturing Precision metals manufacturing	32
SECC	Lean Manufacturing	Precision metals manufacturing	24
SECC	Motor Controls and Relay Logic	Precision metals manufacturing Precision metals manufacturing	24
SECC	PLC Operator Interface Programming	Precision metals manufacturing	24
SECC	Variable Frequency Drives	Precision metals manufacturing Precision metals manufacturing	16
WNCC	Manufacturing	Precision metals manufacturing	65
WNCC	Welding	Precision metals manufacturing Precision metals manufacturing	150
MPCC	Biofuel Production Operations	Renewable energy	400
MPCC	Chemical Plant Operations	Renewable energy	400
MPCC	Power Plant Operations	Renewable energy	400

Appendix A

Approved Gap Assistance Programs of Study

Community			Length (contact
•	Gap Program of Study	In-demand Occupation Selection	hours)
MPCC	Solar Powered Professional	Renewable energy	120
MPCC	Wind Energy Professional	Renewable energy	240
	*NC3 Building Performance Certificate, NC3 = National	37	
NECC	Coalition of Cert. Centers	Renewable energy	16
NECC	*NC3 Torque Certification	Renewable energy	30
NECC	608 FREON Certification ESCO Institute	Renewable energy	16
NECC	Vibralign Laser Alignment Certification	Renewable energy	30
MPCC	Certificate in Data Analysis	Research, development, and engineering services	48
MPCC	Certified Indoor Air Quality Manager	Research, development, and engineering services	16
MPCC	Certified Indoor Environmentalists Prep	Research, development, and engineering services	32
MPCC	LEED AP + BDC	Research, development, and engineering services	32
	LEED v4 Accredited Professional for Existing Buildings:		
MPCC	Operations + Maintenance Exam Prep	Research, development, and engineering services	32
MPCC	LEED v4 Green Associate Exam Prep	Research, development, and engineering services	32
NECC	Drafting-Architectural	Research, development, and engineering services	21
MCC	A+ Certification	Software and computer services	128
MCC	Business Office Communications Certification	Software and computer services	24
MCC	Certified Ethical Hacker	Software and computer services	50
MCC	Certified Fiber Optics Specialist/Testing & Maintenance	Software and computer services	16
MCC	Certified Fiber Optics Technician	Software and computer services	24
MCC	Certified PC Repair/Desktop Support Professional Certificate	Software and computer services	110
MCC	Cisco Certified Entry Networking Technician	Software and computer services	60
MCC	CISCO Networking I	Software and computer services	75
MCC	CISCO Networking II	Software and computer services	75
MCC	CISCO Networking III	Software and computer services	75
MCC	CISCO Networking IV	Software and computer services	75
MCC	Cyber Security Professional Certificate	Software and computer services	130
MCC	Employability Skills	Software and computer services	22
MCC	Fiber Optics Splicing Specialist Certification	Software and computer services	16
MCC	IC3-Internet and Computing Core Certification	Software and computer services	72
MCC	Microsoft Access Certification	Software and computer services	72
MCC	Microsoft Certifications Solutions Associate/Expert (MCSA/MCS	·	200
MCC	Microsoft Certified Educator (MCE)	Software and computer services	200
MCC	Microsoft Excel Basic Core Certification	Software and computer services	24
MCC	Microsoft Excel Expert P1 Certification	Software and computer services	24
MCC	Microsoft Excel Expert P2 Certification	Software and computer services	24
MCC	Microsoft Office Specialist (MOS) exams	Software and computer services	80
MCC	Microsoft Technology Associate (MTA)	Software and computer services	108
MCC	Microsoft Word Basic Certification	Software and computer services	24
MCC	Microsoft Word Expert P1 Certification	Software and computer services	24
MCC	Microsoft Word Expert P2 Certification	Software and computer services	24
MCC	Network + Certification	Software and computer services	120
MCC	QuickBooks Certified User Certificate	Software and computer services	60
MCC	Work Ready Earn and Learn	Software and computer services	32
MCC	World Class Customer Service Certification	Software and computer services	30
MPCC	3ds max	Software and computer services	300
MPCC	Android Application Developer	Software and computer services	120
MPCC	AutoCAD 2015 Certified User	Software and computer services	155
MPCC	Certificate in Designing Webinars	Software and computer services	48
MPCC	Certificate in Self Publishing and eBooks	Software and computer services	48
MPCC	Certified Online Instructor	Software and computer services	48
MPCC	Cisco CNNA Certification Training	Software and computer services	150
MPCC	Digital Arts Certificate	Software and computer services	360
MPCC	Help Desk Analyst: Tier 1 Support Specialist	Software and computer services	120
MPCC	Marketing Design Certificate	Software and computer services	360
MPCC	Microsoft Access 2010 Certification Training	Software and computer services	120
MPCC	Microsoft Certified Solutions Associate: Windows 7	Software and computer services	200
MPCC	Microsoft Certified Solutions Association: Server 2008	Software and computer services	275
MPCC	Microsoft Certified Solutions Association: Server 2012	Software and computer services	230
MPCC	Microsoft Certified Solutions Association: SQL Server 2010	Software and computer services	220

Appendix A

Approved Gap Assistance Programs of Study

			Length
Community			(contact
College	Gap Program of Study	In-demand Occupation Selection	hours)
MPCC	Microsoft Certified Solutions Association: SQL Server 2012	Software and computer services	360
MPCC	Microsoft Excel 2010 Certification Training	Software and computer services	95
MPCC	Microsoft Excel 2013 Certification Training	Software and computer services	70
MPCC	Microsoft Office 2010 Master Certification Training	Software and computer services	300
MPCC	Microsoft Outlook 2010 Certification Training	Software and computer services	45
MPCC	Microsoft PowerPoint 2010 Certification Training	Software and computer services	45
MPCC	Microsoft PowerPoint 2013 Certification Training	Software and computer services	60
MPCC	Microsoft SharePoint 2010 Certification Training	Software and computer services	82
MPCC	Microsoft Word 2010 Certification Training	Software and computer services	95
MPCC	Microsoft Word 2013 Certification Training	Software and computer services	70
MPCC	Multimedia Arts Certificate	Software and computer services	360
IVII CC	Online Marketing Certified Associate: Digital Analytics and	Software and compater services	300
MPCC	Conversion Professional	Software and computer services	200
IVII CC	Online Marketing Certified Associate: Email Marketing and	Software and computer services	200
MPCC	Automation Professional	Software and computer services	150
MPCC	Online Marketing Certified Associate: Paid Search Professional	·	180
MPCC	Online Marketing Certified Associate: Faid Search Marketing Profes		180
IVIFCC	Online Marketing Certified Associate: Social and Mobile	Software and computer services	180
MPCC	Marketing Professional	Software and computer services	190
MPCC	Online Marketing Certified Associate: Web Analytics Associate	·	145
	-	·	75
NECC NECC	Cisco Networking I	Software and computer services	75 75
NECC	Cisco Networking II Cisco Networking III	Software and computer services	75 75
		Software and computer services	
NECC NECC	Cisco Networking IV Microsoft Certified Programming	Software and computer services Software and computer services	60
SECC	A+ (IT Technician	Software and computer services	42
SECC	CCNA 1 & 2	Software and computer services	104
SECC	CCNA 1 & 2	Software and computer services	104
SECC		·	16
SECC	Certified Fiber Optic Specialist/Testing & Maintenance Certified Fiber Optic Technician	Software and computer services	24
SECC	Certified Fiber Optics Specialist/Splicing	Software and computer services	16
SECC		Software and computer services	35
SECC	CompTIA N+ Microsoft Applications 2013: Basic (Word, Excel, PowerPoint)	Software and computer services Software and computer services	21
SECC	Microsoft Applications 2013. Basic (Word, Excel, PowerPoint) Microsoft Applications 2013: Intermediate (Word, Excel, Prezi)	·	17
MCC	10 Hour OSHA General Industry and Forklift	Software and computer services Transportation, warehousing, and distribution logistic	16
MCC	30 Hour OSHA General Industry	Transportation, warehousing, and distribution logistic	30
MCC	Automotive Express Lane Technician Certificate	Transportation, warehousing, and distribution logistic	120
MCC	CDL Class B Certificate		60
	Certified Logistics Associate	Transportation, warehousing, and distribution logistic	
MCC		Transportation, warehousing, and distribution logistic Transportation, warehousing, and distribution logistic	
	Certified Logistics Technician Certified Warehouse and Logistics Professional Certificate	Transportation, warehousing, and distribution logistic	76
MCC	-	Transportation, warehousing, and distribution logistic	
MCC MCC	NC3 Automotive Scanner Diagnostics Certification NC3 Electrical Meter Certification	Transportation, warehousing, and distribution logistic	30 30
MPCC	Certified Green Supply Chain Professional	Transportation, warehousing, and distribution logistic	60
MPCC	Freight Broker / Agent Training	Transportation, warehousing, and distribution logistic	150
NECC	*NC3 Automotive Scanner Diagnostics Certification	Transportation, warehousing, and distribution logistic	30
NECC	*NC3 Electrical Meter Certification	Transportation, warehousing, and distribution logistic	30
NECC	Basic CDL Theory and Lab (A or B CDL)	Transportation, warehousing, and distribution logistic	56
NECC		Transportation, warehousing, and distribution logistic	240
WNCC	Professional Truck Driving Training Commercial Truck Driver Class A	Transportation, warehousing, and distribution logistic	110
WNCC	Commercial Truck Driver Class A Commercial Truck Driver Class B	Transportation, warehousing, and distribution logistic	140
VVIVCC	Commercial Huck Driver Class D	Transportation, warehousing, and distribution logisti	140

2017 Factual Look at Higher Education in Nebraska: Enrollment

(Appendix 12)

Under Separate Cover



2018 CCPE Meeting Calendar

January 25 - Thursday Apothecary Building - Lincoln

March 8 - Thursday Apothecary Building - Lincoln

April 26 - Thursday NECC - Norfolk

June 14 - Thursday TBD - Lincoln

July 26 - Thursday TBD - Omaha

September 13 - ThursdayApothecary Building - Lincoln

October 11 – Thursday Apothecary Building - Lincoln

December 6 – Thursday TBD - Lincoln

Coordinating Commission for Postsecondary Education Proposed Staff Salary Range Adjustment for 2017-2019

Executive Committee

The Commission approved the current salary ranges in April 2017. The adjustment for the Communications & Special Projects Coordinator position reflects a similar entry-level salary range for a Public Information Officer I in the state system.

Current Salary Range

Position

Communications & Special Projects Coordinator

<u>Salary Range</u> 46,000 – 65,100

Proposed Salary Range

Position

Communications & Special Projects Coordinator

Salary Range

35,000 - 50,000