CENTRAL COMMUNITY COLLEGE BOARD OF GOVERNORS MEETING
Thursday, May 18, 2023, 1:00 PM, Central Community College, Ord Learning Center
Work Session begins at 11 a.m.
A G E N D A

Central Community College reserves the right to make changes to the agenda up to 48 hours prior to the scheduled meeting. A current copy of the agenda may be obtained in the College President's Office, 3134 W. Highway 34, Grand Island, Nebraska.

1. Call to Order
   Information Item
2. Roll Call
   Information Item
3. Introduction of Guests
   Information Item
   3.a. Public Participation Announcement
       Action Item
4. Request for Discussion of Consent Items
   Information Item
5. Consent Items
   Consent Agenda
   5.a. Agenda
       Consent Item
   5.b. Minutes
       Consent Item
   5.c. Claims
       Consent Item
   5.d. Financial Report
       Consent Item
   5.e. Purchases
       Consent Item
   5.f. Personnel
       Consent Item
   5.g. Policies and Procedures Updates
       Consent Item
6. Partnership/Ownership
   Information Item
   6.a. Community and Workforce Education Report
       Action Item
7. Public Participation
   Action Item
8. Discussion of Consent/Action Items
   Information Item
   8.a. Program Reviews
       Action Item
   8.b. Architectural Services
       Action Item

8.c. Platte Remodel
    Action Item
8.d. 200 Wing Remodel
    Action Item
9. Reports
    Information Item
    9.a. Dr. Gotschall's Report
        Information Item
    9.b. Enrollment Report
        Information Item
    9.c. Grants Report
        Information Item
    9.d. Purchasing Report
        Information Item
10. Executive Session
    Action Item
11. Adjournment
    Action Item

CENTRAL COMMUNITY COLLEGE
Board of Governors Meeting – May 18, 2023
Ord Learning Center, Ord, Nebraska, 1 p.m.
<u>A G E N D A</u>

Central Community College reserves the right to make changes to the agenda up to 48 hours prior to the scheduled meeting. A current copy of the agenda may be obtained in the College President's Office, 3134 W. Highway 34, Grand Island, Nebraska.

Agenda Item	Presenter	Time	Activity		
			Act	Disc	Info
1. Call to Order	Skiles	1:00			X
2. Roll Call	Skiles	1:01			X
3. Introduction of Guests a. Public Participation Announcement	Skiles	1:02			X
4. Request for Discussion of Consent Items	Skiles	1:06			X
5. Consent Items: a. Agenda b. Minutes c. Claims d. Financial Report e. Purchases f. Personnel g. Policies and Procedures Updates	Skiles	1:07	X		
6. Partnership/Ownership: a. Community and Workforce Education Report	Christensen	1:10			X
7. Public Participation	Skiles	1:40			X
8. Discussion of Consent/Action Items a. Program Reviews b. Architectural Services c. Platte Remodel d. 200 Wing Remodel	Walton Boroff	1:45 1:55	X X		
9. Reports: a. Dr. Gotschall's Report b. Enrollment Report c. Grants Report d. Purchasing Report	Gotschall Website Website Website	2:10			X
10. Executive Session	Skiles	2:30	X		
11. Adjournment	Skiles	3:00	X		

CENTRAL COMMUNITY COLLEGE
Board of Governors' Meeting Minutes
April 13, 2023

Public notice of the time and place of the Central Community College Board of Governors' meeting was given in advance to the board members, college administrators and the five daily newspapers within the 25-county area. The agenda was available to the public in the college president's office and on the CCC website, www.cccneb.edu. The college adheres to the Open Meetings Act, a copy of which is available in the college president's office.

The meeting was held in the Administration Office Board Room at Central Community College, 3134 W. Highway 34, Grand Island, Nebraska.

All supplemental documents from this meeting are available at:
https://meeting.sparqdata.com/Public/Organization/CCC.

Chair Rita Skiles called the April 13, 2023, meeting to order at 1 p.m., with eight board members present.

ROLL CALL

Aerni – absent	Keller – present
Borden – present	Novotny – absent
Broekemier – present	Pirnie – present
Cowan – present	Quick – absent
Davis – present	Skiles – present
Heiden – present	

REVIEWING CLAIMS FOR NEXT MEETING
Roger Davis will review the claims prior to the May 18, 2023, board meeting in Ord.

REQUEST FOR DISCUSSION OF CONSENT ITEMS
Skiles asked board members for items in the consent agenda they would like to move to discussion of consent/action items.

CONSENT ITEMS
Consent items included:

1. Agenda for April 13, 2023.

2. Minutes of the March 16, 2023, Board of Governors meeting.

3. Claims for the period from March 1 through March 31, 2023.

4. Financial report as of March 31, 2023.

5. Purchases: None

6. Personnel:

CENTRAL COMMUNITY COLLEGE
Board of Governors' Meeting Minutes
April 13, 2023

 Mikalah Brown: The College President recommends that Mikalah Brown be offered the position of biology faculty in Hastings effective Aug. 1, 2023.

7. Policies and Procedures Updates: None

MOVED BY COWAN; SECONDED BY DAVIS to approve the claims, with the exception of payments to themselves, and also to approve the other consent items.

Aerni – absent	Keller – aye
Borden – aye	Novotny – absent
Broekemier – aye	Pirnie – aye
Cowan – aye	Quick – absent
Davis – aye	Skiles – aye
Heiden – aye	

UNANIMOUS "AYE" VOTE – MOTION CARRIED

PARTNERSHIP/OWNERSHIP

Career and Technical Sciences Report
Dr. Nate Allen, dean of career and technical sciences (CTS), gave an overview of the division, which includes 20 programs that offer certificates, diplomas and associate of applied science degrees. The programs' blend of classroom and hands-on learning provides a good pathway for high school students and other individuals training for a new occupation as well as those already employed but need to learn new skills.

Brian Hoffman, associate dean of instruction, and Dan Gompert, information technology and systems instructor, discussed the cybersecurity grant the college received from the American Association of Community Colleges. The AACC is awarding this grant to 42 community colleges over three years to increase awareness of the cybersecurity field. The grant gives recipients an opportunity to collaborate, network and share information with each other. The $20,000 seed money CCC received will be used to buy equipment and provide scholarships to new students as well as IT professionals seeking to upgrade their skills.

Alison Feeney, associate dean of instruction, introduced electrical technology instructors Jeff Cox, Jim Cox and Brian Hansen and students Chase Johnson, Jorge Salines Balderas and Caleb Weisheit to share their thoughts about working on the townhouse project in Hasting. Both the instructors and students believe it's a positive experience to work on a real project. The students also enjoy working with their fellow students from the construction, heating and air conditioning and heavy equipment programs.

DISCUSSION OF CONSENT/ACTION ITEMS

Preventive Maintenance Contract

CENTRAL COMMUNITY COLLEGE
Board of Governors' Meeting Minutes
April 13, 2023

The College President recommends acceptance of the low acceptable bid from Albireo Energy for $132,543.00 to fulfill the automated building management system and preventive maintenance contract.

MOVED BY DAVIS, SECONDED BY PIRNIE to accept the bid from Albireo Energy for $132,543.00 to fulfill the automated building management system and preventive maintenance contract.

Aerni – absent	Keller – aye
Borden – aye	Novotny – absent
Broekemier – aye	Pirnie – aye
Cowan – aye	Quick – absent
Davis – aye	Skiles – aye
Heiden – aye	

UNANIMOUS "AYE" VOTE – MOTION CARRIED

REPORTS

Student Success Report
Dr. Candace Walton, vice president of innovation and instruction, shared the following highlights from the 2022-23 annual Graduate Outcomes Report:

- 90% of graduates are employed full-time in CCC's service area with the remaining 10% working in Nebraska but outside of the service area.
- 2,747 awards (degrees, diplomas and certificates) were granted to 1,640 unduplicated recipients.
- Programs in which graduates will earn the highest hourly wages are mechatronics; nursing education (ADN); heavy equipment operator; paramedicine; dental hygiene; heating, air conditioning and refrigeration; truck driving; advanced manufacturing design technology; and diesel technology.
- CCC graduates transfer the most to the University of Nebraska in Kearney, Lincoln and Omaha; Wayne State College; Bellevue University; and Hastings College.
- Graduate satisfaction with their entire educational experience at CCC was 96%. Employers' satisfaction with preparation of CCC graduates was also 96%.
- 98% of graduates have completed their educational goal or are continuing their education.

Dr. Gotschall's Report
Dr. Gotschall reported the following:

- Several meetings were held this past month regarding pending legislation at the state level. We remain supportive of the amendment regarding tax levy changes and additional state funding for community colleges.

- Participated in an Assurance Review for a college as part of my peer review responsibilities for the Higher Learning Commission.
- Conducted open forums in Grand Island and Columbus with CCC employees.
- Continued involvement on the Heartland United Way executive and finance committees. CCC had an Adult Education person speak at the annual meeting/luncheon where CCC hosted a table for employees and students.
- Participated in a CCC Foundation "branding" workshop seeking input and providing ideas for how the foundation is perceived in the communities we serve.
- Attended the American Association of Community Colleges annual meeting in Denver and attended several sessions on changes in federal financial aid, cybersecurity crisis response planning, Small and Rural Commission meetings, grants, federal legislative updates, strategies in remedial education, student success coaching models, and using U.S. census data. Criminal justice instructor Michael David was recognized as an AACC Dale Parnell Faculty Excellence recipient.
- Participated in training on using our Ellucian software for better data governance for security and decision making.
- Met with Aksarben Foundation about the upcoming NE Intern programming they will be leading.
- Met with NSWERS director regarding changes to the data sharing agreement and next steps as participation becomes more tied to private funding source acceptance.
- Communicated new Early College rates to all area superintendents, principals and counselors – several positive returns about our work with area students and continued discounted tuition rates provided by the state and local funding sources.
- Participated in an industry visioning meeting regarding the Hastings automotive and auto body facilities and future curriculum expectancies from area automotive leaders. The event was very well attended.
- Met with Phelps County Development Corp director about possible facilities space in Holdrege.
- Attended the NCCA All-Academic Team luncheon in Lincoln where Gov. Pillen spoke and six CCC students were recognized. One of our CCC students also spoke at the luncheon.
- Will be participating in several state SkillsUSA events in Grand Island this week and hosting the Nebraska Manufacturing Advisory Council on campus.
- Will be attending and presenting at the Postsecondary International Network (PIN) and attending the World Federation of College & Polytechnics in Montreal, Canada, later this month.

Updates reported by area vice presidents include:

- Recent campus tours across the area have included Career Discovery Days, Bayard High School, Fullerton High School, Hampton Freshmen, SEM High School, Callaway High School, Cozad High School, Cross County eighth graders, Hastings Middle School and

JAG Hastings High School in addition to hosting state contests for meetings for FFA, FBLA and FCCLA.

- All CCC financial aid staff attended the Nebraska state financial aid conference to learn about updates expected with the FAFSA form and related changes in processes that will be needed before 2024-25 award year.
- Acceptance letters for new nursing students were sent and applications for LPN to RN cohort were opened this week with the goal of getting areawide numbers back up to 100 students for next year's class.
- Health sciences dean Sarah Kort began serving on a new Nebraska Health Career Pipeline Initiative advisory council. This group was developed and endorsed by the Nebraska Hospital Association, Nebraska Health Care Foundation, Nebraska Medical Association and Medica.
- The national accreditation visit for the paramedicine program occurred April 3-4 with positive preliminary responses.
- Four second-year paramedicine students attended the Nebraska EMS Association conference and competed in an ALS provider simulation event and earned second place. Over 400 EMS providers attended the conference.
- The dental hygiene students will be attending the Nebraska Dental Hygiene Association meeting in Omaha with director Dr. Wanda Cloet presenting a session and second-year students presenting table clinics.
- CCC's Counseling and Prevention Education Services was recognized through the NECPA as an Exemplary Member, earning a Bronze-level designation.
- CCC disabilities services staff presented at an ESU #10 event regarding students who have an IEP/disability making the transition from high school to college. About 50 attendees and family were present.
- CCC ranked sixth in the small colleges category for the 2023-24 Military Friendly survey.
- Academic Success Centers are busy supporting students and assisting with end-of-semester workshops including writing workshops and making plans for summer skill builder bootcamps.
- Worked with UNL regarding eliminating barriers in transfer specifically for teacher education.
- Additional late 8-week sessions were offered and yielded 21 FTE.
- Men's basketball captured Region 9 and North District Championships and competed in the National Division II championship where they lost two close games by a total of 3 points.
- The softball and golf seasons have begun, and eSports continues to have a winning season and national championship possibilities.
- CCC athletic director Mary Young continues to serve as NJCAA Senior Women's Administrator to the Board of Regents and attended the NJCAA convention in North Carolina. She oversees all women's sports committees and is active on the Eligibility Committee, Championship and Sports Governance Committee and Executive Committee.

- The CCC music and theater departments are presenting the spring musical *You're a Good Man Charlie Brown"* at CCC-Columbus April 13-16.

The following reports were also submitted for board review:
- Enrollment Report
- Grants Report
- Purchasing Report

EXECUTIVE SESSION
Skiles requested an executive session to discuss personnel and legal issues at 2:17 p.m.

MOVED BY PIRNIE, SECONDED BY DAVIS that the Board of Governors recess the regular meeting in order to go into executive session to discuss personnel and legal issues.

Aerni – absent	Keller – aye
Borden – aye	Novotny – absent
Broekemier – aye	Pirnie – aye
Cowan – aye	Quick – absent
Davis – aye	Skiles – aye
Heiden – aye	

UNANIMOUS "AYE" VOTE – MOTION CARRIED

Skiles reconvened the regular session of the Board of Governors meeting at 2:35 p.m.

ADJOURNMENT
MOVED BY DAVIS, SECONDED BY HEIDEN to adjourn.

Aerni – absent	Keller – aye
Borden – aye	Novotny – absent
Broekemier – aye	Pirnie – aye
Cowan – aye	Quick – absent
Davis – aye	Skiles – aye
Heiden – aye	

UNANIMOUS "AYE" VOTE – MOTION CARRIED

Skiles declared the meeting adjourned at 2:36 p.m.

CENTRAL COMMUNITY COLLEGE

CLAIMS

For the period of April 1, 2023 thru April 30, 2023

All Funds $3,187,354.23

The College President recommends approval of the total claims.

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/06/23	0501808	Albireo Energy	REPAIRS	119.00	0.00	COLUMBUS
04/06/23	0501809	Alpha Media LLC	ADVERTISING	650.00	0.01	COLUMBUS
04/06/23	0501810	Amazon.Com	BOOKS	487.63	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	FREEFALL NET	129.99	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	SCREEN PROTECTORS	49.73	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	WIRELESS KEYBOARD	171.83	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	COMPRESSOR TOOL	378.98	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	PROGRAM SUPPLIES	254.91	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	PRIVACY SCREENS	55.99	4,867.20	ELS IV
04/06/23	0501810	Amazon.Com	GUAGE SET	348.78	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	BLOOD PRESSURE MONIT	128.51	4,867.20	ELS HASTINGS
04/06/23	0501810	Amazon.Com	HDMI CABLES	36.39	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	REMOTE CLICKER	39.99	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	WIRELESS KEYBOARD	54.85	4,867.20	GRAND ISLAND
04/06/23	0501810	Amazon.Com	PROGRAM SUPPLIES	279.70	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	WIRELESS HEADSET	232.50	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	EARBUDS	41.97	4,867.20	GRAND ISLAND
04/06/23	0501810	Amazon.Com	SANITIZING WIPES	50.33	4,867.20	ELS COLUMBUS
04/06/23	0501810	Amazon.Com	PROGRAM SUPPLIES	19.99	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	MAGNETS	8.99	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	PROGRAM SUPPLIES	239.07	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	PROGRAM SUPPLIES	272.85	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	CERTIFICATE HOLDER	79.16	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	TRAUMA BAG	117.90	4,867.20	ELS IV
04/06/23	0501810	Amazon.Com	BUTANE REFILL	22.95	4,867.20	HASTINGS
04/06/23	0501810	Amazon.Com	SIGN HOLDERS	117.97	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	CHARGER	69.50	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	BOOKS	61.47	4,867.20	COLUMBUS
04/06/23	0501810	Amazon.Com	LIGHTING	359.00	4,867.20	GRAND ISLAND
04/06/23	0501810	Amazon.Com	BOOKS	304.00	4,867.20	GRAND ISLAND
04/06/23	0501810	Amazon.Com	WIRELESS KEYBOARD	97.96	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	OFFICE SUPPLIES	194.97	4,867.20	ADMIN SERVICES
04/06/23	0501810	Amazon.Com	MAINTENANCE SUPPLIES	159.34	4,867.20	HASTINGS
04/06/23	0501811	Adele Louise Anderson	TRAVEL REIMBURSEMENT	31.44	0.00	ELS COLUMBUS
04/06/23	0501811	Adele Louise Anderson	TRAVEL REIMBURSEMENT	53.71	0.00	ELS COLUMBUS
04/06/23	0501812	Elizabeth Ann Anson	TRAVEL REIMBURSEMENT	399.50	0.00	ADMIN SERVICES
04/06/23	0501813	Awards Plus	NAME TAGS	24.00	0.00	ADMIN SERVICES
04/06/23	0501813	Awards Plus	NAME TAGS	34.00	0.00	HASTINGS
04/06/23	0501813	Awards Plus	NAME TAGS	44.00	0.00	HASTINGS
04/06/23	0501815	Black Hills Energy	NATURAL GAS	7,390.13	7,390.13	COLUMBUS
04/06/23	0501816	Savanna L. Blocker	CHOREOGRAPHY	500.00	0.01	COLUMBUS
04/06/23	0501817	Bob Pike Group	TRAINING	1,595.00	1,595.00	COLUMBUS
04/06/23	0501818	Keith A Byrkit Dba/Byrkit Pian no Service	PIANO TUNING	250.00	0.00	COLUMBUS
04/06/23	0501819	Columbus Area Chamber of Comme erce	ADVERTISING	25.00	0.00	COLUMBUS

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/06/23	0501820	Chartwells Dining Services	CATERING	580.59	140,421.98	ADMIN SERVICES
04/06/23	0501820	Chartwells Dining Services	CATERING	96.00	140,421.98	COLUMBUS
04/06/23	0501820	Chartwells Dining Services	CATERING	32.00	140,421.98	COLUMBUS
04/06/23	0501820	Chartwells Dining Services	CATERING	7.79	140,421.98	HASTINGS
04/06/23	0501820	Chartwells Dining Services	CATERING	26.00	140,421.98	HASTINGS
04/06/23	0501820	Chartwells Dining Services	CATERING	20.00	140,421.98	COLUMBUS
04/06/23	0501820	Chartwells Dining Services	CATERING	5,528.50	140,421.98	HASTINGS
04/06/23	0501820	Chartwells Dining Services	CATERING	128.00	140,421.98	COLUMBUS
04/06/23	0501820	Chartwells Dining Services	CATERING	2,808.07	140,421.98	GRAND ISLAND
04/06/23	0501820	Chartwells Dining Services	CATERING	99.00	140,421.98	GRAND ISLAND
04/06/23	0501820	Chartwells Dining Services	CATERING	51.70	140,421.98	HASTINGS
04/06/23	0501820	Chartwells Dining Services	CATERING	344.25	140,421.98	ADMIN SERVICES
04/06/23	0501820	Chartwells Dining Services	CATERING	74.68	140,421.98	COLUMBUS
04/06/23	0501820	Chartwells Dining Services	SALARY SUBSIDY	2,947.55	140,421.98	ADMIN SERVICES
04/06/23	0501820	Chartwells Dining Services	CATERING	446.25	140,421.98	GRAND ISLAND
04/06/23	0501820	Chartwells Dining Services	CATERING	152.00	140,421.98	HASTINGS
04/06/23	0501820	Chartwells Dining Services	RESIDENT MEALS-MARCH	89,231.92	140,421.98	ADMIN SERVICES
04/06/23	0501820	Chartwells Dining Services	RESIDENT MEALS-MARCH	37,847.68	140,421.98	ADMIN SERVICES
04/06/23	0501821	Christmas City Cafe, LLC	CATERING	1,080.00	1,080.00	ELS IV
04/06/23	0501823	Midwest Umpires Assn	UMPIRE FEES	180.00	0.00	COLUMBUS
04/06/23	0501824	City of Columbus	WATER & SEWER	3,712.67	3,712.67	COLUMBUS
04/06/23	0501825	Columbus Student Accounts	BLS RENEWAL	23.28	0.00	COLUMBUS
04/06/23	0501826	Columbus Telegram	MEETING NOTICE	9.26	0.00	ADMIN SERVICES
04/06/23	0501827	Columbus Telegram	CLASSIFIED ADS	919.00	0.01	ADMIN SERVICES
04/06/23	0501828	Columbus Telegram	ADVERTISING	160.00	0.00	COLUMBUS
04/06/23	0501829	Columbus Telegram	ADVERTISING	2,474.50	2,474.50	ADMIN SERVICES
04/06/23	0501830	Comfort Inn	LODGING	392.00	1,372.00	COLUMBUS
04/06/23	0501830	Comfort Inn	LODGING	980.00	1,372.00	COLUMBUS
04/06/23	0501831	Constellation NewEnergy Gas Division	NATURAL GAS	15,674.38	15,674.38	COLUMBUS
04/06/23	0501832	Copycat Printing	NURSING BROCHURES	591.96	0.01	ELS IV
04/06/23	0501833	Culligan of Columbus	EQUIP RENTAL	14.05	0.00	COLUMBUS
04/06/23	0501834	Culligan of Kearney	SALT	60.00	0.00	KEARNEY
04/06/23	0501835	CXtec Inc	TABLET	3,248.80	3,248.80	ADMIN SERVICES
04/06/23	0501836	Mike Dalton	TRAVEL REIMBURSEMENT	126.42	0.00	ADMIN SERVICES
04/06/23	0501837	Demco Inc	THREAD DESK	394.32	0.00	COLUMBUS
04/06/23	0501838	DIGARC	CURRICULOG SUPPORT	8,456.27	19,196.79	ADMIN SERVICES
04/06/23	0501838	DIGARC	ACALOG SUPPORT	8,456.27	19,196.79	ADMIN SERVICES
04/06/23	0501838	DIGARC	SIS SUBSCRIPTION	2,284.25	19,196.79	ADMIN SERVICES
04/06/23	0501839	DiSTAR Industries, LLC	CONCEPT BOARD	1,760.00	4,904.50	COLUMBUS
04/06/23	0501839	DiSTAR Industries, LLC	CONCEPT BOARD	1,100.00	4,904.50	ADMIN SERVICES
04/06/23	0501839	DiSTAR Industries, LLC	CONCEPT BOARD	1,650.00	4,904.50	ADMIN SERVICES
04/06/23	0501839	DiSTAR Industries, LLC	SENSOR BOARD	394.50	4,904.50	COLUMBUS
04/06/23	0501840	Downrange Mfg L.L.C.	PLASTIC RESIN	2,898.00	2,898.00	HASTINGS
04/06/23	0501841	Drain Surgeon Inc	REPAIRS	294.25	0.00	COLUMBUS
04/06/23	0501842	Dutton Lainson Company	PARTS	269.63	0.00	HASTINGS

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/06/23	0501843	Darby J Ellestad	TRAVEL REIMBURSEMENT	352.43	0.00	ADMIN SERVICES
04/06/23	0501844	FleetPride Inc	TRUK REPAIRS	240.42	0.00	HASTINGS
04/06/23	0501845	Fluke Manufacturing Company	HH LOW-TEMP EQUIP	8,875.27	8,875.27	ADMIN SERVICES
04/06/23	0501847	Kenneth L Gompert	TRAVEL REIMBURSEMENT	163.75	0.00	ADMIN SERVICES
04/06/23	0501848	Monica E Goodell	TRAVEL REIMBURSEMENT	325.54	0.00	KEARNEY
04/06/23	0501849	Grainger	LAMP HOLDER	81.60	0.00	KEARNEY
04/06/23	0501850	City of Grand Island - Utiliti ies	UTILITIES	132.20	15,326.35	GRAND ISLAND
04/06/23	0501850	City of Grand Island - Utiliti ies	UTILITIES	15,194.15	15,326.35	GRAND ISLAND
04/06/23	0501851	Grand Island Family Radio Lega acy Communications LLC	ADVERTISING	1,335.00	1,335.00	ADMIN SERVICES
04/06/23	0501852	Grand Island Independent	ADVERTISING	2,696.31	2,696.31	ADMIN SERVICES
04/06/23	0501853	Grand Island Independent	CLASSIFIED ADS	2,662.76	2,662.76	ADMIN SERVICES
04/06/23	0501854	Grand Island Independent	MEETING NOTICE	10.80	0.00	ADMIN SERVICES
04/06/23	0501855	Grand Island Student Accounts	22/RE BSAD 7208	116.00	0.00	ADMIN SERVICES
04/06/23	0501856	Doris J Guenther	COMMUNITY ED REFUND	35.00	0.00	AREA WIDE
04/06/23	0501857	Fheg-Gi Campus Bookstore	TEXTBOOKS	1,013.60	1,013.60	HASTINGS
04/06/23	0501858	Hastings Tribune	CLASSIFIED ADS	638.00	1,263.77	ADMIN SERVICES
04/06/23	0501858	Hastings Tribune	MEETING NOTICES	18.85	1,263.77	ADMIN SERVICES
04/06/23	0501858	Hastings Tribune	BID INVITATIONS	606.92	1,263.77	ADMIN SERVICES
04/06/23	0501859	Hastings Utilities	WATER & SEWER	4,674.26	28,153.24	HASTINGS
04/06/23	0501859	Hastings Utilities	ELECTRIC	257.68	28,153.24	HASTINGS
04/06/23	0501859	Hastings Utilities	NATURAL GAS	23,221.30	28,153.24	HASTINGS
04/06/23	0501860	Scott D. Hlavac	TRAVEL REIMBURSEMENT	29.48	0.00	ELS COLUMBUS
04/06/23	0501861	Holiday Inn Express Lexington	LODGING	294.00	0.00	COLUMBUS
04/06/23	0501861	Holiday Inn Express Lexington	LODGING	196.00	0.00	ADMIN SERVICES
04/06/23	0501862	Home Depot U.S.A. Dba the Home e Depo	JANITORIAL SUPPLIES	1,217.38	3,026.95	HASTINGS
04/06/23	0501862	Home Depot U.S.A. Dba the Home e Depo	JANITORIAL SUPPLIES	1,809.57	3,026.95	GRAND ISLAND
04/06/23	0501863	HP Inc.	MONITORS	440.00	0.00	ADMIN SERVICES
04/06/23	0501864	Intrado Life & Safety, Inc	MONTHLY CHG – FEB	55.20	0.00	ADMIN SERVICES
04/06/23	0501865	Island Glass Company Inc	REPAIRS	1,651.50	1,651.50	HASTINGS
04/06/23	0501866	Island Supply Welding Co	WELDING GASES	1,408.61	2,283.40	GRAND ISLAND
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	672.30	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	25.20	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	25.20	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	32.83	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	81.90	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	MEDICAL GASES	27.91	2,283.40	HASTINGS
04/06/23	0501866	Island Supply Welding Co	INDUSTRIAL GASES	9.45	2,283.40	HASTINGS
04/06/23	0501867	Jackson Services Inc	LAUNDRY SERVICE	85.36	0.00	COLUMBUS
04/06/23	0501868	Jackson Services Inc	LAUNDRY SERVICE	240.66	0.00	HASTINGS
04/06/23	0501869	Jackson Services Inc	LAUNDRY SERVICE	1,655.37	1,655.37	ADMIN SERVICES
04/06/23	0501870	Jackson Services Inc	LAUNDRY SERVICE	388.55	0.00	GRAND ISLAND

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/06/23	0501871	Jackson Services Inc	LAUNDRY SERVICE	232.74	0.00	KEARNEY
04/06/23	0501872	Jackson Services Inc	LAUNDRY SERVICE	235.00	0.00	HASTINGS
04/06/23	0501873	Jackson Services Inc	LAUNDRY SERVICE	26.12	0.00	HASTINGS
04/06/23	0501874	Jackson Services Inc	LAUNDRY SERVICE	23.80	0.00	HASTINGS
04/06/23	0501875	Jackson Services Inc	LAUNDRY SERVICE	6.60	0.00	HASTINGS
04/06/23	0501876	Jackson Services Inc	LAUNDRY SERVICE	206.08	0.00	HASTINGS
04/06/23	0501877	Jackson Services Inc	LAUNDRY SERVICE	239.75	0.00	HASTINGS
04/06/23	0501878	Jackson Services Inc	INV: 5002798	175.28	0.00	HASTINGS
04/06/23	0501879	Jackson Services Inc	LAUNDRY SERVICE	40.32	0.00	HASTINGS
04/06/23	0501880	Jackson Services Inc	LAUNDRY SERVICE	86.88	0.00	HASTINGS
04/06/23	0501881	Jackson Services Inc	LAUNDRY SERVICE	82.16	0.00	HASTINGS
04/06/23	0501882	Jackson Services Inc	LAUNDRY SERVICE	10.92	0.00	HASTINGS
04/06/23	0501883	Jackson Services Inc	LAUNDRY SERVICE	1,144.00	1,144.00	HASTINGS
04/06/23	0501884	Jackson Services Inc	LAUNDRY SERVICE	1,176.28	1,176.28	HASTINGS
04/06/23	0501885	Jackson Services Inc	LAUNDRY SERVICE	17.98	0.00	HASTINGS
04/06/23	0501886	Grant M. Johnson	PRESENTER FEES	200.00	0.00	ELS GRAND ISLAND
04/06/23	0501887	Jones & Bartlett Publisher Inc	BOOK	81.86	0.00	HASTINGS
04/06/23	0501889	Neal J. Kratochvil	COMMUNITY ED REFUND	20.00	0.00	AREA WIDE
04/06/23	0501891	Love Signs of Grand Island LLC	SIGN REPAIR	612.04	0.01	GRAND ISLAND
04/06/23	0501893	Matheson-Linweld	RENTAL	73.55	1,052.64	HASTINGS
04/06/23	0501893	Matheson-Linweld	WELDING SUPPLIES	979.09	1,052.64	COLUMBUS
04/06/23	0501894	Midwest Connect LLC	MAIL DELIVERY	16.25	3,272.62	KEARNEY
04/06/23	0501894	Midwest Connect LLC	MAIL DELIVERY	1,811.46	3,272.62	GRAND ISLAND
04/06/23	0501894	Midwest Connect LLC	MAIL DELIVERY	1,444.91	3,272.62	ADMIN SERVICES
04/06/23	0501895	Murray Natural Integrated Health	PHYSICALS/DRUG TESTS	331.00	0.00	HASTINGS
04/06/23	0501896	Nanonation, Inc.	SOFTWARE	5,159.84	5,159.84	ADMIN SERVICES
04/06/23	0501898	Northwestern Energy	NATURAL GAS	294.83	0.00	GRAND ISLAND
04/06/23	0501899	Nrg Media -Ksyz	COMMERCIALS	351.00	0.00	ADMIN SERVICES
04/06/23	0501900	Olsson Associates Inc	COLUMBUS PARKING LOT	12,547.98	12,547.98	COLUMBUS
04/06/23	0501901	One Source the Background Check Company Inc	BACKGROUND CHECKS	1,835.45	1,835.45	ADMIN SERVICES
04/06/23	0501902	OPTK Networks	ETHERNET	16,636.84	16,636.84	ADMIN SERVICES
04/06/23	0501903	Paper Tiger Shredding Inc	PAPER SHREDDING	460.00	1,086.64	HASTINGS
04/06/23	0501903	Paper Tiger Shredding Inc	PAPER SHREDDING	376.64	1,086.64	GRAND ISLAND
04/06/23	0501903	Paper Tiger Shredding Inc	PAPER SHREDDING	112.00	1,086.64	ADMIN SERVICES
04/06/23	0501903	Paper Tiger Shredding Inc	PAPER SHREDDING	138.00	1,086.64	COLUMBUS
04/06/23	0501904	Patterson Dental Company Inc	DENTAL SUPPLIES	962.96	0.01	HASTINGS
04/06/23	0501905	Petty Cash	REIMBURSEMENTS	31.91	0.00	GRAND ISLAND
04/06/23	0501906	Presto X Company	PEST CONTROL	50.00	0.01	COLUMBUS
04/06/23	0501906	Presto X Company	PEST CONTROL	664.00	0.01	HASTINGS
04/06/23	0501907	Quality Matters Program	RENEWAL	3,465.00	3,465.00	ADMIN SERVICES
04/06/23	0501908	RAKA	RENTAL FEES	9,399.91	9,399.91	HASTINGS
04/06/23	0501909	Realityworks	BUTCHER CUT MODELS	5,824.00	5,824.00	ADMIN SERVICES
04/06/23	0501910	Rivoli Theatre	MOVIE NIGHT	396.00	0.00	HASTINGS
04/06/23	0501911	Nancy Ronnau	WOOD FLOWER CLASS	360.00	0.00	ELS HASTINGS

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04/06/23	0501912	Mary C. Rose		296.72	0.00	GRAND ISLAND
04/06/23	0501913	Brandon Rystrom	SB UMPIRE	180.00	0.00	COLUMBUS
04/06/23	0501914	Josh Scholte	SB UMPIRE	180.00	0.00	COLUMBUS
04/06/23	0501915	Securenet Systems Inc.	STREAMING PLAN	1,188.00	1,188.00	HASTINGS
04/06/23	0501916	Sinclair Broadcast Group	COMMERCIALS	3,200.00	17,200.00	ADMIN SERVICES
04/06/23	0501916	Sinclair Broadcast Group	COMMERCIALS	7,000.00	17,200.00	ADMIN SERVICES
04/06/23	0501916	Sinclair Broadcast Group	COMMERCIALS	7,000.00	17,200.00	ADMIN SERVICES
04/06/23	0501917	Staples Advantage	OFFICE SUPPLIES	739.61	0.01	GRAND ISLAND
04/06/23	0501918	Kevin T. Stehl	CLASS INSTRUCTOR	58.00	0.00	ELS IV
04/06/23	0501919	Tammy W. Stuhr	CONFERENCE SPEAKER	500.00	0.01	ELS IV
04/06/23	0501920	Jeffery A. Sweeney	SB UMPIRE	180.00	0.00	COLUMBUS
04/06/23	0501921	Tandem Cyber, LLC	REPORTING SOFTWARE	19,743.75	19,743.75	ADMIN SERVICES
04/06/23	0501922	Thomas Scientific	SIEVE SHAKER	1,362.32	1,362.32	COLUMBUS
04/06/23	0501923	Cheryl L Timm		64.85	0.00	ELS COLUMBUS
04/06/23	0501924	Uden Plumbing & Heating Co., I Inc.	PIPING REPAIR	1,240.00	1,240.00	HASTINGS
04/06/23	0501925	Universal Information Service Inc	CLIPPING/PRINT	258.00	0.00	ADMIN SERVICES
04/06/23	0501926	University of Texas at Austin	FACULTY SURVEY	11,107.50	11,107.50	ADMIN SERVICES
04/06/23	0501927	US Foods, Inc.	FOOD SUPPLIES	715.17	0.01	HASTINGS
04/06/23	0501928	Voyager Fleet Systems	FUEL CARDS	580.43	4,263.04	COLUMBUS
04/06/23	0501928	Voyager Fleet Systems	FUEL CARDS	3,130.51	4,263.04	HASTINGS
04/06/23	0501928	Voyager Fleet Systems	FUEL CARDS	308.83	4,263.04	GRAND ISLAND
04/06/23	0501928	Voyager Fleet Systems	FUEL CARDS	243.27	4,263.04	HASTINGS
04/06/23	0501930	John W. Wayne	BIKE CLASSES	272.00	0.00	ELS GRAND ISLAND
04/06/23	0501931	Joshua D Webb		209.60	0.00	ELS GRAND ISLAND
04/06/23	0501932	Wilkins Architecture Design Pl lannin	BOARD ROOM REMODEL	1,809.57	100,016.94	ADMIN SERVICES
04/06/23	0501932	Wilkins Architecture Design Pl lannin	BUS. AREA REMODEL	23,100.00	100,016.94	GRAND ISLAND
04/06/23	0501932	Wilkins Architecture Design Pl lannin	HVAC UPGRADE	54,446.00	100,016.94	ADMIN SERVICES
04/06/23	0501932	Wilkins Architecture Design Pl lannin	PLATTE REMODEL	20,661.37	100,016.94	HASTINGS
04/06/23	0501933	Melissa A. Wortmann		68.12	0.00	COLUMBUS
04/13/23	0501934	All Copy Products, Inc.	PRINTING FEES	1,808.68	1,808.68	HASTINGS
04/13/23	0501935	Allied Universal Security Serv vices	MARCH SECURITY SRV	87,800.75	87,800.75	ADMIN SERVICES
04/13/23	0501936	Amazon.Com	FELT CLEANER	19.50	8,949.55	GRAND ISLAND
04/13/23	0501936	Amazon.Com	PUTTERS	113.46	8,949.55	GRAND ISLAND
04/13/23	0501936	Amazon.Com	PROGRAM SUPPLIES	97.16	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	SAFETY GLASSES	1,762.03	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	MANUALS	395.30	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	AV CART	378.99	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	WALL BRACKETS	234.95	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	JANITORIAL SUPPLIES	213.44	8,949.55	GRAND ISLAND

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04/13/23	0501936	Amazon.Com	GAMING LAPTOP	2,904.51	8,949.55	ADMIN SERVICES
04/13/23	0501936	Amazon.Com	PROGRAM EQUIPMENT	563.86	8,949.55	ELS COLUMBUS
04/13/23	0501936	Amazon.Com	BATTERY	39.99	8,949.55	ADMIN SERVICES
04/13/23	0501936	Amazon.Com	PROGRAM SUPPLIES	98.32	8,949.55	ELS IV
04/13/23	0501936	Amazon.Com	CALCULATOR	44.34	8,949.55	ADMIN SERVICES
04/13/23	0501936	Amazon.Com	BATTERIES	60.54	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	MEDALS	10.99	8,949.55	ELS GRAND ISLAND
04/13/23	0501936	Amazon.Com	MINI FRIDGE	199.99	8,949.55	GRAND ISLAND
04/13/23	0501936	Amazon.Com	COMPOSTER	1,485.54	8,949.55	ADMIN SERVICES
04/13/23	0501936	Amazon.Com	TOOLS	213.02	8,949.55	HASTINGS
04/13/23	0501936	Amazon.Com	COSTUME SUPPLIES	113.62	8,949.55	ELS COLUMBUS
04/13/23	0501937	Adele Louise Anderson	TRAVEL REIMBURSEMENT	94.32	0.00	ELS COLUMBUS
04/13/23	0501938	Awards Plus	NAME TAGS	24.00	0.00	ADMIN SERVICES
04/13/23	0501939	Baird Holm LLP	LEGAL SRVS	6,493.00	15,025.00	ADMIN SERVICES
04/13/23	0501939	Baird Holm LLP	LEGAL SRVS	8,532.00	15,025.00	ADMIN SERVICES
04/13/23	0501941	Jesse A Barto	TRAVEL REIMBURSEMENT	300.27	0.00	ADMIN SERVICES
04/13/23	0501942	Black Hills Energy	NATURAL GAS	39.62	0.01	COLUMBUS
04/13/23	0501942	Black Hills Energy	NATURAL GAS	651.83	0.01	COLUMBUS
04/13/23	0501943	Bosselman Energy Inc.	DIESEL	2,284.30	7,267.02	HASTINGS
04/13/23	0501943	Bosselman Energy Inc.	FUEL	4,982.72	7,267.02	HASTINGS
04/13/23	0501944	Lee A. Brogie	TRAVEL REIMBURSEMENT	94.32	0.00	ELS COLUMBUS
04/13/23	0501946	The C2 Group	WEBSITE SRV AGREE	3,500.00	3,500.00	ADMIN SERVICES
04/13/23	0501947	Cap & Compass, Inc.	BOOKS	597.00	0.01	ADMIN SERVICES
04/13/23	0501948	Casey's Mail Service LLC	MAIL SERVICE	480.00	1,778.59	COLUMBUS
04/13/23	0501948	Casey's Mail Service LLC	POSTAGE	1,298.59	1,778.59	COLUMBUS
04/13/23	0501949	Cdw Computer Centers	CONFERENCE CAMERA	954.59	0.01	GRAND ISLAND
04/13/23	0501950	Cengage Learning	BOOKS	13,313.00	13,313.00	ADMIN SERVICES
04/13/23	0501951	Central Nebraska Bobcat	SNOW BLOWER	6,566.00	6,566.00	GRAND ISLAND
04/13/23	0501952	Central Neb Water Cond Inc	SALT	59.25	0.00	GRAND ISLAND
04/13/23	0501953	Columbus Area Chamber of Commerce	ANNUAL MEMBERSHIP	285.00	0.00	COLUMBUS
04/13/23	0501954	Chartwells Dining Services	CATERING	751.15	0.01	ADMIN SERVICES
04/13/23	0501954	Chartwells Dining Services	CATERING	40.00	0.01	HASTINGS
04/13/23	0501955	Coca Cola Bottling Company	CONCESSIONS	103.26	0.00	COLUMBUS
04/13/23	0501955	Coca Cola Bottling Company	BEVERAGES	127.62	0.00	HASTINGS
04/13/23	0501956	College Agency LLC	TERRARIUM KITS	1,000.00	2,100.00	GRAND ISLAND
04/13/23	0501956	College Agency LLC	STUFF A PLUSH SUPPLY	1,100.00	2,100.00	ADMIN SERVICES
04/13/23	0501957	Columbus Credit Services	COLLECTION FEES	473.40	0.00	COLUMBUS
04/13/23	0501958	Columbus Express Laundry & Car Wash	LAUNDRY SRV	127.84	0.00	ELS COLUMBUS
04/13/23	0501959	Community Action Partnership of Mid	BUS PASSES	200.00	0.00	HASTINGS
04/13/23	0501960	Continuum Employee Assistance	EAP SERVICES	3,900.00	3,900.00	ADMIN SERVICES
04/13/23	0501962	Michael A. David	TRAVEL REIMBURSEMENT	589.51	0.01	ADMIN SERVICES
04/13/23	0501963	Joel J. Engel	COMMUNITY ED REFUND	30.00	0.00	AREA WIDE
04/13/23	0501964	Nancy S Filkin	COMMUNITY ED REFUND	29.00	0.00	AREA WIDE

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04/13/23	0501965	Fusion Boiler Works, Inc	REPAIRS	1,696.50	1,696.50	HASTINGS
04/13/23	0501968	Lane C. Gottula	UMPIRE FEES	180.00	0.00	COLUMBUS
04/13/23	0501969	Christine M. Haba	TRAVEL REIMBURSEMENT	35.37	0.00	ADMIN SERVICES
04/13/23	0501971	Colin D Hinds	COMMUNITY ED REFUND	35.00	0.00	AREA WIDE
04/13/23	0501973	Holdrege Daily Citizen	DISPLAY ADS	47.25	0.00	ADMIN SERVICES
04/13/23	0501973	Holdrege Daily Citizen	MEETING NOTICE	6.81	0.00	ADMIN SERVICES
04/13/23	0501974	Home Depot U.S.A. Dba the Home e Depo	JANITORIAL SUPPLIES	1,506.15	4,468.01	HASTINGS
04/13/23	0501974	Home Depot U.S.A. Dba the Home e Depo	JANITORIAL SUPPLIES	1,242.64	4,468.01	HASTINGS
04/13/23	0501974	Home Depot U.S.A. Dba the Home e Depo	JANITORIAL SUPPLIES	1,704.78	4,468.01	HASTINGS
04/13/23	0501974	Home Depot U.S.A. Dba the Home e Depo	TOWEL DISPENSER	14.44	4,468.01	GRAND ISLAND
04/13/23	0501975	Maureen E Horne	IPD REIMBURSEMENT	1,237.50	1,237.50	ADMIN SERVICES
04/13/23	0501976	HP Inc.	COMPUTERS	2,740.53	2,740.53	ADMIN SERVICES
04/13/23	0501977	Industrial Health Services Network Inc	DRUG TESTING	335.30	0.00	HASTINGS
04/13/23	0501978	Integrated Security Solutions, , Llc	SERVICE CALL	255.00	0.00	GRAND ISLAND
04/13/23	0501979	Intellicom Computer Consulting g Inc	MONTHLY BILLING FOR APRIL	4,000.00	4,000.00	ADMIN SERVICES
04/13/23	0501980	J&J Sanitation	RECYCLING FEES	17.04	0.00	COLUMBUS
04/13/23	0501981	Janssen and Sons Ford	CAR	24,986.00	24,986.00	HASTINGS
04/13/23	0501982	Larry D. Joe	REIMBURSEMENT	180.00	0.00	COLUMBUS
04/13/23	0501983	Just Medical Store Inc	STETHESCOE/HEADPHONE	1,425.00	1,425.00	ADMIN SERVICES
04/13/23	0501985	Kearney City Utilities Department	GARBAGE - KEARNEY	406.08	0.01	KEARNEY
04/13/23	0501985	Kearney City Utilities Department	WATER/SEWER KEARNEY	123.75	0.01	KEARNEY
04/13/23	0501986	Kearney Hub	AD IN LEGAL SECTION	530.19	0.01	HASTINGS
04/13/23	0501987	Nicholas J Kelley	TRAVEL REIMBURSEMENT	30.00	0.00	HASTINGS
04/13/23	0501988	Koln Kgin Tv	COMMERCIALS	1,515.00	4,584.00	ADMIN SERVICES
04/13/23	0501988	Koln Kgin Tv	COMMERCIALS	1,054.00	4,584.00	ADMIN SERVICES
04/13/23	0501988	Koln Kgin Tv	COMMERCIALS	2,015.00	4,584.00	ADMIN SERVICES
04/13/23	0501990	Lois K Kramer	COMMUNITY ED REFUND	35.00	0.00	AREA WIDE
04/13/23	0501991	Border States Industries Inc	MULTIMETERS	4,004.80	8,738.80	COLUMBUS
04/13/23	0501991	Border States Industries Inc	PLATTE ENTRY WAY	4,734.00	8,738.80	HASTINGS
04/13/23	0501992	Laerdal Medical Corporation	MANIKIN PARTS	2,738.29	2,738.29	ELS COLUMBUS
04/13/23	0501993	Laser Works	SPIRIT AWARDS	67.75	0.00	GRAND ISLAND
04/13/23	0501995	Lexington Clipper Herald	ADVERTISING	377.70	0.00	ADMIN SERVICES
04/13/23	0501997	Matheson-Linweld	INDUSTRIAL GASES	1,591.16	1,712.82	COLUMBUS
04/13/23	0501997	Matheson-Linweld	WELDING SUPPLIES	28.54	1,712.82	GRAND ISLAND
04/13/23	0501997	Matheson-Linweld	WELDING SUPPLIES	93.12	1,712.82	GRAND ISLAND
04/13/23	0501998	Michelle McNierney	SOAP MAKING CLASS	99.00	0.00	ELS IV
04/13/23	0501999	Mid Plains Construction Co	REMODEL	108,406.85	108,406.85	ADMIN SERVICES

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04/13/23	0502000	Midwest Alarm Services	ACCLIMATE DETECTORS	420.00	0.00	COLUMBUS
04/13/23	0502001	Misko Sports	EVENT TABLE CLOTHS	690.00	0.01	ELS COLUMBUS
04/13/23	0502002	William Gregg Morris	SB UMPIRE	180.00	0.00	COLUMBUS
04/13/23	0502004	Nebraska Fire Sprinkler Corp	FIRE INSPECTION	597.00	0.01	GRAND ISLAND
04/13/23	0502005	Northwestern Energy	NATURAL GAS - GI	6,347.66	6,347.66	GRAND ISLAND
04/13/23	0502006	Occupational Health Services	VACCINATION	55.00	0.00	ADMIN SERVICES
04/13/23	0502007	Colette F. Olson	CLASS INSTRUCTOR	465.00	0.00	ELS COLUMBUS
04/13/23	0502009	Patterson Dental Company Inc	DENTAL SUPPLIES	1,126.40	1,500.43	HASTINGS
04/13/23	0502009	Patterson Dental Company Inc	DENTAL SUPPLIES	374.03	1,500.43	HASTINGS
04/13/23	0502012	Presto X Company	PEST CONTROL	272.00	0.01	GRAND ISLAND
04/13/23	0502012	Presto X Company	PEST CONTROL	149.00	0.01	COLUMBUS
04/13/23	0502012	Presto X Company	PEST CONTROL	119.00	0.01	COLUMBUS
04/13/23	0502013	Realityworks	PORK CUT MODEL	4,498.00	4,498.00	ADMIN SERVICES
04/13/23	0502014	Ruffalo Noel Levitz	TRIO SURVEY	776.25	0.01	ADMIN SERVICES
04/13/23	0502015	Alexandria M. Schreiner	CLINIC SUPERVISOR	5,089.50	5,089.50	HASTINGS
04/13/23	0502017	Cooper A. Shotkoski	COMMUNITY ED REFUND	35.00	0.00	AREA WIDE
04/13/23	0502018	Hillary Sich	PROGRAM INSTRUCTION	300.00	0.00	ELS COLUMBUS
04/13/23	0502020	SOS Portable Toilets Inc	PORTABLE TOILETS	184.00	0.00	HASTINGS
04/13/23	0502021	Spectrum Reach	COMMERCIALS	188.70	0.00	ADMIN SERVICES
04/13/23	0502022	St. Pj Supply Inc	AUTB LAB SUPPLIES	8,138.88	8,138.88	HASTINGS
04/13/23	0502023	Staples Advantage	OFFICE SUPPLIES	1,847.50	1,847.50	COLUMBUS
04/13/23	0502024	Staples Advantage	OFFICE SUPPLIES	854.46	0.01	GRAND ISLAND
04/13/23	0502025	State Steel Supply Co Of Nebra ska	LAB SUPPLIES	4,685.56	4,685.56	COLUMBUS
04/13/23	0502026	Super Saver	REFRESHMENTS	137.34	0.00	COLUMBUS
04/13/23	0502027	Brian Sweeney	SB UMPIRE	180.00	0.00	COLUMBUS
04/13/23	0502028	T-Bone Truck Stop Inc	FUEL DELIVERY	1,314.22	1,314.22	COLUMBUS
04/13/23	0502029	Turnitin, LLC	ORIGINALITY CHECK	19,908.00	19,908.00	ADMIN SERVICES
04/13/23	0502030	Union Bank Health Benefit Solu utions	FSA FEES	756.00	1,046.00	ADMIN SERVICES
04/13/23	0502030	Union Bank Health Benefit Solu utions	HSA FEES	290.00	1,046.00	ADMIN SERVICES
04/13/23	0502031	United States Post Office	POSTAGE - GI CAMPUS	150.00	0.00	GRAND ISLAND
04/13/23	0502032	Verizon Wireless	IPAD MINIS	398.10	0.01	ADMIN SERVICES
04/13/23	0502032	Verizon Wireless	TRIO IPADS	120.03	0.01	ADMIN SERVICES
04/13/23	0502033	Lucas Wieser	TRAINING SUPPLIES	40.84	0.00	ADMIN SERVICES
04/13/23	0502034	Winahead Spring 2019 Conferenc ce	CONFERENCE FEE	75.00	0.00	GRAND ISLAND
04/13/23	0502035	Diane J. Yeutter	COMMUNITY ED REFUND	35.00	0.00	AREA WIDE
04/20/23	0502036	4-H Council in Phelps County	ABCS CONFERENCE	250.00	0.00	ELS IV
04/20/23	0502037	Christopher R. Adams	TRAVEL REIMBURSEMENT	54.37	0.00	ELS IV
04/20/23	0502038	AED Superstore	AED	1,917.00	1,917.00	ADMIN SERVICES
04/20/23	0502041	Amazon.Com	ABSORBENT MAT	193.38	2,072.38	HASTINGS
04/20/23	0502041	Amazon.Com	TAIL LIGHT	89.95	2,072.38	HASTINGS
04/20/23	0502041	Amazon.Com	PROGRAM SUPPLIES	89.70	2,072.38	HASTINGS
04/20/23	0502041	Amazon.Com	OUT OF SERVICE SIGNS	911.62	2,072.38	HASTINGS

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/20/23	0502041	Amazon.Com	PROGRAM SUPPLIES	370.23	2,072.38	HASTINGS
04/20/23	0502041	Amazon.Com	EARPLUGS	46.17	2,072.38	HASTINGS
04/20/23	0502041	Amazon.Com	BOOKS	371.33	2,072.38	HASTINGS
04/20/23	0502042	APX, Inc	ISSUANCE FEE	1,389.36	1,389.36	ADMIN SERVICES
04/20/23	0502043	Aquinas High School	MATH INSTRUCTION	3,240.00	3,240.00	ELS COLUMBUS
04/20/23	0502045	Carolina Biological Supply Co Inc	SHARK	986.94	0.01	COLUMBUS
04/20/23	0502046	CASAS	ETESTS	1,155.00	1,155.00	ADMIN SERVICES
04/20/23	0502047	CCC Foundation	PAYROLL DEDUCTIONS	4,337.81	4,337.81	AREA WIDE
04/20/23	0502048	CCC Foundation	RETIREMENT DONATION	140.00	0.00	ADMIN SERVICES
04/20/23	0502049	Central City High School	MATH INSTRUCTION	4,350.00	4,350.00	ELS COLUMBUS
04/20/23	0502050	Chad Combined Health Agencies	PAYROLL DEDUCTIONS	140.83	0.00	AREA WIDE
04/20/23	0502051	Chartwells Dining Services	CATERING	198.00	1,742.05	GRAND ISLAND
04/20/23	0502051	Chartwells Dining Services	CATERING	336.05	1,742.05	ADMIN SERVICES
04/20/23	0502051	Chartwells Dining Services	CATERING	192.00	1,742.05	COLUMBUS
04/20/23	0502051	Chartwells Dining Services	CATERING	96.00	1,742.05	COLUMBUS
04/20/23	0502051	Chartwells Dining Services	LREINERS	880.00	1,742.05	HASTINGS
04/20/23	0502051	Chartwells Dining Services	LUNCH HAZMAT CLASS	40.00	1,742.05	COLUMBUS
04/20/23	0502053	Cloudwell	ANNUAL SUBSCRIPTION	800.00	0.01	ADMIN SERVICES
04/20/23	0502054	Colliers Landscape & Lawn Care	SNOW REMOVAL	680.00	0.01	COLUMBUS
04/20/23	0502055	Columbus Area United Way	PAYROLL DEDUCTIONS	232.67	0.00	AREA WIDE
04/20/23	0502059	Erin M. Ditloff	TRAVEL REIMBURSEMENT	73.36	0.00	ELS COLUMBUS
04/20/23	0502061	Ellucian Company, L.P.	LICENSE SUBSCRIPTION	75,755.00	79,830.50	ADMIN SERVICES
04/20/23	0502061	Ellucian Company, L.P.	CONSULTING FEES	263.00	79,830.50	ADMIN SERVICES
04/20/23	0502061	Ellucian Company, L.P.	CONSULTING FEES	3,812.50	79,830.50	ADMIN SERVICES
04/20/23	0502062	Kelli S Faltys	TRAVEL REIMBURSEMENT	56.33	0.00	ADMIN SERVICES
04/20/23	0502063	Diane Michele Gall	TRAVEL REIMBURSEMENT	26.20	0.00	ELS COLUMBUS
04/20/23	0502064	Kenneth A Gardner	TRAVEL REIMBURSEMENT	52.40	0.00	ELS IV
04/20/23	0502066	Global Equipment Co.	PROGRAM EQUIPMENT	264.81	0.00	ADMIN SERVICES
04/20/23	0502067	Grand Island Area United Way	PAYROLL DEDUCTIONS	241.51	0.00	AREA WIDE
04/20/23	0502068	Grand Island Entrepreneurial V Ventur	MAY RENT	5,000.00	5,000.00	GRAND ISLAND
04/20/23	0502069	Harlan County Journal	COMMUNITY ED. AD	75.00	0.00	ELS IV
04/20/23	0502070	Hastings Utilities	ELECTRIC	57,131.01	57,131.01	HASTINGS
04/20/23	0502071	Blythe B. Herbek	TRAVEL REIMBURSEMENT	150.65	0.00	ELS HASTINGS
04/20/23	0502072	Scott D. Hlavac	TRAVEL REIMBURSEMENT	41.27	0.00	ELS COLUMBUS
04/20/23	0502072	Scott D. Hlavac	TRAVEL REIMBURSEMENT	56.33	0.00	ELS COLUMBUS
04/20/23	0502072	Scott D. Hlavac	TRAVEL REIMBURSEMENT	43.23	0.00	ELS COLUMBUS
04/20/23	0502074	Identisys Inc	SOFTWARE	5,675.00	5,675.00	ADMIN SERVICES
04/20/23	0502075	Inteconnex	CAMERA REPAIR	945.00	0.01	ADMIN SERVICES
04/20/23	0502076	Jarecki Sharp & Petersen P.C., , L.L.	LEGAL WORK	2,296.00	2,296.00	ADMIN SERVICES
04/20/23	0502077	Kearney Hub	AD FOR BID 200 WING	530.19	0.01	GRAND ISLAND
04/20/23	0502078	Kearney Public Schools Foundat tion	JEISENMENGER	459.00	0.00	KEARNEY
04/20/23	0502080	Susan Ann Klusman	TRAVEL REIMBURSEMENT	36.03	0.00	HASTINGS

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04/20/23 0502081  Amy M. Kramer               GROCERIES                              38.88           0.00  ELS GRAND ISLAND
04/20/23 0502082  Lexington City              LEXINGTON CENTER                    1,000.00       1,000.00  GRAND ISLAND
04/20/23 0502083  Love Signs of Grand Island LLC RECONDITION SIGNS              11,000.00      11,000.00  GRAND ISLAND
04/20/23 0502084  Matthew T. Mason            POET PERFORMANCE                      320.00           0.00  COLUMBUS
04/20/23 0502085  Matheson-Linweld            WELD LAB SUPPLIES                  12,296.49      12,711.80  ADMIN SERVICES
04/20/23 0502085  Matheson-Linweld            WELDING SUPPLIES                      415.31      12,711.80  GRAND ISLAND
04/20/23 0502086  Brian P McDermott           TRAVEL REIMBURSEMENT                  248.50           0.00  ADMIN SERVICES
04/20/23 0502087  Midwest Connect LLC         MAIL SERVICE                           93.03           0.00  KEARNEY
04/20/23 0502088  Midwest Connect LLC         MAIL DELIVERY                         712.07           0.01  GRAND ISLAND
04/20/23 0502089  Midwest Connect LLC         MAIL DELIVERY                         378.41           0.00  ADMIN SERVICES
04/20/23 0502090  Midwest Restaurant Supply, LLC ICE MAKER                       2,680.00       2,680.00  HASTINGS
04/20/23 0502091  MRL Crane Service Inc       CONTAINER RENTAL                      220.00           0.00  GRAND ISLAND
04/20/23 0502092  Karen J. Mroczek            PIES FOR CLASS                         40.00           0.00  ELS COLUMBUS
04/20/23 0502093  Murray Natural Integrated Heal DRUG SCREEN                        57.00           0.00  HASTINGS
                  lth
04/20/23 0502094  Nanonation, Inc.            DELL PLAYERS/MOUNTS                 4,800.00       4,800.00  ADMIN SERVICES
04/20/23 0502095  National Association for Campu ANNUAL MEMBERSHIP               1,045.00       1,045.00  HASTINGS
                  us Activities
04/20/23 0502096  Nebraska Public Power District ELECTRICITY                     4,256.08       4,256.08  KEARNEY
04/20/23 0502097  New Pig Corporation         ABSORBENT ROLL                     1,738.55       1,738.55  HASTINGS
04/20/23 0502098  O'Neill Wood Resources      MULCH                              4,500.00       4,500.00  HASTINGS
04/20/23 0502099  Omaha Stage Equipment Inc   STAGE CURTAINS                    14,830.00      14,830.00  COLUMBUS
04/20/23 0502101  Pastime Lanes               BOWLING NIGHT                      1,269.04       1,269.04  HASTINGS
04/20/23 0502102  Patterson Dental Company Inc DENTAL SUPPLIES                   1,315.85       1,315.85  HASTINGS
04/20/23 0502103  Petty Cash                  PETTY CASH                           218.49           0.00  HASTINGS
04/20/23 0502104  Phelps County Agricultural Soc HOLDREGE CENTER                 3,487.50       3,487.50  GRAND ISLAND
                  ciety Agricultural Society
04/20/23 0502105  Craig A. Philips            POPCORN                                96.00           0.00  ELS IV
04/20/23 0502106  Platinum Awards & Gifts     AWARDS GALA                        1,304.00       1,304.00  HASTINGS
04/20/23 0502107  Pleasant Tents, Llc         SERVICE DEVELOPMENT                3,351.08       3,351.08  ADMIN SERVICES
04/20/23 0502108  Quality Sound & Communications MUSIC SYSTEM                      135.00           0.00  ADMIN SERVICES
                  s Inc
04/20/23 0502109  Jennifer M. Reece           TRAVEL REIMBURSEMENT                  170.30           0.00  ELS IV
04/20/23 0502111  Snap-On Tools Attn: Dan Roth SCAN TOOL                         4,547.92       4,547.92  ADMIN SERVICES
04/20/23 0502113  Paula D. Southworth         TRAVEL REIMBURSEMENT                  375.32           0.00  HASTINGS
04/20/23 0502114  Staples Advantage           OFFICE SUPPLIES                    1,209.44       1,209.44  ADMIN SERVICES
04/20/23 0502115  State of Nebraska           MARCH 2023                           492.43           0.00  ADMIN SERVICES
04/20/23 0502116  Sunbelt Rentals, Inc.       EQUIPMENT RENTAL                   3,294.37       3,294.37  HASTINGS
04/20/23 0502117  Sunbelt Rentals, Inc.       AIR COMPRESSOR                    20,823.97      20,823.97  HASTINGS
04/20/23 0502118  Sysco Lincoln               FOOD ITEMS                         7,433.13       7,433.13  HASTINGS
04/20/23 0502120  Trane U.S. Inc              EQUIPMENT                         51,484.43      51,484.43  ADMIN SERVICES
04/20/23 0502121  Trane U.S. Inc              EQUIPMENT                         32,282.93      32,282.93  ADMIN SERVICES
04/20/23 0502122  Trane U.S. Inc              EQUIPMENT                         17,620.30      17,620.30  ADMIN SERVICES
04/20/23 0502123  Twin River Public School    MATH INSTRUCTION                   5,640.00       5,640.00  ELS COLUMBUS
04/20/23 0502124  University of Nebraska Medical ACLS CARDS                        420.00           0.01  ELS GRAND ISLAND
                  l Cent Center for Continuing E
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		ucation				
04/20/23	0502124	University of Nebraska Medical l Cent Center for Continuing E ucation	PALS CARDS	150.00	0.01	ELS GRAND ISLAND
04/20/23	0502125	UNUM Life Insurance	INSURANCE PREMIUMS	3,861.05	21,799.56	ADMIN SERVICES
04/20/23	0502125	UNUM Life Insurance	INSURANCE PREMIUMS	17,938.51	21,799.56	ADMIN SERVICES
04/20/23	0502126	US Foods, Inc.	FOOD ITEMS	791.16	0.01	HASTINGS
04/20/23	0502127	Greater Loup Valley Activities	ORD CENTER	1,250.00	1,250.00	ELS COLUMBUS
04/20/23	0502129	Vision Service Plan	PREMIUMS	6,175.60	6,175.60	ADMIN SERVICES
04/20/23	0502130	Joshua D Webb	TRAVEL REIMBURSEMENT	347.15	0.00	ELS IV
04/20/23	0502131	Wells Fargo	E-BOOK ACCESS	63.27	0.00	HASTINGS
04/20/23	0502132	Wells Fargo	SOIL SAMPLER	1,882.40	1,882.40	COLUMBUS
04/20/23	0502133	Wells Fargo	CRIME HOUSE SUPPLIES	40.24	0.00	GRAND ISLAND
04/20/23	0502134	Wells Fargo	CRIME HOUSE SUPPLIES	198.56	0.00	GRAND ISLAND
04/20/23	0502135	Wells Fargo	LABORATORY KIT	99.53	0.00	KEARNEY
04/20/23	0502136	Wells Fargo	PETRI DISHES	79.75	0.00	HASTINGS
04/20/23	0502137	Wells Fargo	HANDBOOK	27.40	0.00	COLUMBUS
04/20/23	0502138	Wells Fargo	HANDBOOK	125.85	0.00	COLUMBUS
04/20/23	0502139	Wells Fargo	HANDBOOKS	256.39	0.00	COLUMBUS
04/20/23	0502140	Wells Fargo Publishing Service es	LIBRARY WEEK	49.47	0.00	HASTINGS
04/20/23	0502141	Wells Fargo	PIPE CUTTER	23.18	0.00	COLUMBUS
04/20/23	0502142	Wells Fargo	HAND WIPES	26.39	0.00	ADMIN SERVICES
04/20/23	0502143	Wells Fargo	AG CLASS SUPPLIES	485.91	0.00	COLUMBUS
04/20/23	0502144	Wells Fargo	FOLDER FRAMES	54.52	0.00	ELS GRAND ISLAND
04/20/23	0502145	Wells Fargo	SHUTTLE SERVICE	145.56	0.00	ADMIN SERVICES
04/20/23	0502146	Wells Fargo	COOL-LITE TESTER	179.12	0.00	COLUMBUS
04/20/23	0502147	Wells Fargo	DOT BOOK	87.91	0.00	COLUMBUS
04/20/23	0502148	Wells Fargo	HAZMAT BOOK	333.81	0.00	COLUMBUS
04/20/23	0502149	Wells Fargo	HAZMAT BOOK	910.27	0.01	COLUMBUS
04/20/23	0502150	Wells Fargo	REUSABLE TUBING	205.98	0.00	HASTINGS
04/20/23	0502151	Wells Fargo	DISPLAY KIT	2,144.06	2,144.06	HASTINGS
04/20/23	0502152	Wells Fargo	EXAM GLOVES	262.80	0.00	HASTINGS
04/20/23	0502153	Wells Fargo	GLOVES	1,294.56	1,294.56	HASTINGS
04/20/23	0502154	Wells Fargo	SAFETY GLASSES	79.19	0.00	HASTINGS
04/20/23	0502155	Wells Fargo	INDUSTRIAL TRAINERS	468.46	0.00	COLUMBUS
04/20/23	0502156	Wells Fargo	MATERIAL HOLDING BIN	4,543.15	4,543.15	ADMIN SERVICES
04/20/23	0502157	Wells Fargo	MINERAL BLEND	69.56	0.00	HASTINGS
04/20/23	0502158	Wells Fargo	LAB SUPPLIES	434.20	0.00	HASTINGS
04/20/23	0502159	Wells Fargo	LODGING	7,384.50	7,384.50	ADMIN SERVICES
04/20/23	0502160	Wells Fargo	LODGING	1,181.52	1,181.52	ADMIN SERVICES
04/20/23	0502161	Wells Fargo	LODGING	1,242.54	1,242.54	COLUMBUS
04/20/23	0502162	Wells Fargo	LODGING	5,051.10	5,051.10	COLUMBUS
04/20/23	0502163	Wells Fargo	SOIL KITS	699.00	0.01	COLUMBUS
04/20/23	0502164	Wells Fargo	PRACTICE KIT	442.00	0.00	COLUMBUS
04/20/23	0502165	Wells Fargo	SOIL TESTERS	695.24	0.01	COLUMBUS

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04/20/23	0502166	Wells Fargo	SUBSCRIPTION	257.87	0.00	HASTINGS
04/27/23	0502168	A & M Stump Grinding	STUMP REMOVAL	200.00	0.00	COLUMBUS
04/27/23	0502169	Amazon.Com	WHITEBOARD	66.99	1,189.68	GRAND ISLAND
04/27/23	0502169	Amazon.Com	FUSES	82.42	1,189.68	HASTINGS
04/27/23	0502169	Amazon.Com	PROGRAM SUPPLIES	559.67	1,189.68	HASTINGS
04/27/23	0502169	Amazon.Com	SIGNS/PLANNER	71.94	1,189.68	ADMIN SERVICES
04/27/23	0502169	Amazon.Com	CRIME HOUSE DECOR	85.97	1,189.68	GRAND ISLAND
04/27/23	0502169	Amazon.Com	PROGRAM SUPPLIES	146.91	1,189.68	COLUMBUS
04/27/23	0502169	Amazon.Com	WHISTLES	13.99	1,189.68	HASTINGS
04/27/23	0502169	Amazon.Com	PROGRAM SUPPLIES	69.83	1,189.68	COLUMBUS
04/27/23	0502169	Amazon.Com	HEADPHONES	70.00	1,189.68	ADMIN SERVICES
04/27/23	0502169	Amazon.Com	SCRUB CAPS	21.96	1,189.68	HASTINGS
04/27/23	0502170	Artistic Innovations NE L L C	PRESENTER FEES	545.00	0.01	ELS IV
04/27/23	0502171	Attn: Becky Burbach, Ohs Offic c Occupational Health Services	DOT TESTING	67.00	0.00	COLUMBUS
04/27/23	0502172	Awards Plus	NAME PLAQUES	80.00	0.00	HASTINGS
04/27/23	0502172	Awards Plus	NAME TAGS	24.00	0.00	GRAND ISLAND
04/27/23	0502173	Baird Holm LLP	LEGAL SERVICES	4,671.00	4,671.00	ADMIN SERVICES
04/27/23	0502174	Capital Business Systems Inc	PRINTING FEES	123.25	0.00	ADMIN SERVICES
04/27/23	0502175	Capital Business Systems Inc	PRINTING FEES	15,860.13	15,860.13	ADMIN SERVICES
04/27/23	0502176	Carnegie Dartlet LLC	ADVERTISING	663.99	0.01	ADMIN SERVICES
04/27/23	0502177	Cdw Computer Centers	HEADSET	206.99	0.00	GRAND ISLAND
04/27/23	0502178	CED Enterprise Electric Inc	GRAPHIC TERMINALS	9,680.24	9,680.24	ADMIN SERVICES
04/27/23	0502179	College Park	MAY RENT	7,727.56	7,727.56	GRAND ISLAND
04/27/23	0502180	Columbus Credit Services	COLLECTION FEES	128.45	0.00	ADMIN SERVICES
04/27/23	0502180	Columbus Credit Services	COLLECTION FEES	109.90	0.00	ADMIN SERVICES
04/27/23	0502181	Columbus Family Resource Cente er Association	MAY RENT	5,800.00	5,800.00	COLUMBUS
04/27/23	0502182	Columbus Family Resource Cente er Association	APRIL CLEANING	50.00	0.00	COLUMBUS
04/27/23	0502183	Columbus Innovation Center LLC	MAY RENT	250.00	0.00	COLUMBUS
04/27/23	0502184	Columbus Student Accounts	CPR TRAINING	224.00	0.00	ADMIN SERVICES
04/27/23	0502186	Council for Standards in Human n Service Education	MEMBERSHIP	550.00	0.01	GRAND ISLAND
04/27/23	0502187	Credit Management Services Inc	COLLECTION FEES	430.88	0.00	ADMIN SERVICES
04/27/23	0502188	CSC Service Works	LAUNDRY SERVICE	7,950.00	7,950.00	ADMIN SERVICES
04/27/23	0502189	Culligan of Columbus	SALT	827.90	0.01	COLUMBUS
04/27/23	0502190	Cummins Sales and Service	MAINTENANCE	946.35	0.01	ADMIN SERVICES
04/27/23	0502191	Cummis Sales and Service	REPAIR	348.12	0.00	ADMIN SERVICES
04/27/23	0502192	Betty M. Czarnek	PRESENTER FEES	350.00	0.00	ELS GRAND ISLAND
04/27/23	0502194	Andrew J. Dunn	TRAVEL REIMBURSEMENT	243.13	0.01	COLUMBUS
04/27/23	0502194	Andrew J. Dunn	TRAVEL REIMBURSEMENT	302.13	0.01	COLUMBUS
04/27/23	0502194	Andrew J. Dunn	TRAVEL REIMBURSEMENT	409.55	0.01	COLUMBUS
04/27/23	0502195	Eakes Office Solutions	CHAIRS	5,898.06	5,898.06	GRAND ISLAND
04/27/23	0502196	Electronic Systems Inc	REPAIRS	4,075.00	4,075.00	HASTINGS
04/27/23	0502198	Grainger	FASTENER	52.09	0.00	KEARNEY

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04/27/23	0502198	Grainger	RAMP	430.30	0.00	COLUMBUS
04/27/23	0502199	Hastings Noon Sertoma Club Att tn: Andrew Vrpka	ADVERTISING	85.00	0.00	HASTINGS
04/27/23	0502201	Heartland Disposal Inc	GARBAGE SERVICE	735.00	0.01	GRAND ISLAND
04/27/23	0502202	Henry Schein Inc	DENTAL SUPPLIES	690.56	0.01	HASTINGS
04/27/23	0502203	Blythe B. Herbek	TRAVEL REIMBURSEMENT	56.98	0.00	ELS HASTINGS
04/27/23	0502204	Scott D. Hlavac	TRAVEL REIMBURSEMENT	52.40	0.00	ELS COLUMBUS
04/27/23	0502204	Scott D. Hlavac	TRAVEL REIMBURSEMENT	40.61	0.00	ELS COLUMBUS
04/27/23	0502205	Eric J. Hofpar	TRAVEL REIMBURSEMENT	16.38	0.00	ELS COLUMBUS
04/27/23	0502207	Home Depot U.S.A. Dba the Home e Depo	CHANGING STATION	838.61	0.01	COLUMBUS
04/27/23	0502208	Intrado Life & Safety, Inc	MONTHLY CHG - MARCH	706.50	0.01	ADMIN SERVICES
04/27/23	0502209	JJ Keller & Associates	SERVICE FEE	99.00	0.00	HASTINGS
04/27/23	0502210	Jostens Inc	ADN NURSE PIN	2,616.95	2,616.95	ADMIN SERVICES
04/27/23	0502211	Kully Pipe & Steel Supply Inc	WELD LAB SUPPLIES	1,335.87	1,335.87	HASTINGS
04/27/23	0502213	Lincoln Electric Company	WELDING SUPPLIES	3,048.10	4,891.75	GRAND ISLAND
04/27/23	0502213	Lincoln Electric Company	WELDING SUPPLIES	1,843.65	4,891.75	GRAND ISLAND
04/27/23	0502214	M & O Metals Inc.	REPLACE DOOR	4,785.78	4,785.78	HASTINGS
04/27/23	0502216	Katy L. McNeil	PASTA CLASS	390.00	0.00	ELS COLUMBUS
04/27/23	0502217	Miracle Entertainment, LLC	DJ SERVICES	1,200.00	1,200.00	COLUMBUS
04/27/23	0502219	No Comparison Cleaning Inc	CLEANING	9,780.00	12,085.00	KEARNEY
04/27/23	0502219	No Comparison Cleaning Inc	CLEANING	1,375.00	12,085.00	ADMIN SERVICES
04/27/23	0502219	No Comparison Cleaning Inc	CLEANING SERVICES	930.00	12,085.00	GRAND ISLAND
04/27/23	0502220	Northwestern Energy	GAS SERVICES	1,631.74	1,631.74	KEARNEY
04/27/23	0502221	Occupational Health Services	VACCINATION	55.00	0.00	ADMIN SERVICES
04/27/23	0502222	John T Penington	PIT ORCHESTRA	550.00	0.01	COLUMBUS
04/27/23	0502223	Presto X Company	PEST CONTROL	796.00	0.01	HASTINGS
04/27/23	0502223	Presto X Company	PEST CONTROL	142.00	0.01	KEARNEY
04/27/23	0502224	Rion	TIRE REPAIR	555.38	0.01	HASTINGS
04/27/23	0502225	Nancy Ronnau	FLOWER CLASS	600.00	0.01	ELS HASTINGS
04/27/23	0502226	Rutt's Heating & Air Condition ning I	HVAC PROJECT HSTGS	61,300.80	61,300.80	ADMIN SERVICES
04/27/23	0502227	Alexandria M. Schreiner	CLINIC SUPERVISOR	4,698.00	4,698.00	HASTINGS
04/27/23	0502228	Rebecca L Skalka	TRAVEL REIMBURSEMENT	90.43	0.00	HASTINGS
04/27/23	0502229	Staples Advantage	OFFICE SUPPLIES	854.30	0.01	GRAND ISLAND
04/27/23	0502230	Nicole M. Tidyman	CAKE DECORATING	240.00	0.00	ELS IV
04/27/23	0502231	Trane U.S. Inc	HVAC PROJECT HSTGS	28,317.45	28,317.45	ADMIN SERVICES
04/27/23	0502232	Trane U.S. Inc	HVAC PROJECT HSTGS	43,095.76	43,095.76	ADMIN SERVICES
04/27/23	0502233	Trane U.S. Inc	HVAC PROJECT HSTGS	30,968.46	30,968.46	ADMIN SERVICES
04/27/23	0502234	U&I Sanitation Service LLC	TRASH SERVICE	700.00	0.01	COLUMBUS
04/27/23	0502236	Joshua D Webb		62.50	0.00	ELS HASTINGS
04/27/23	0502236	Joshua D Webb	TRAVEL REIMBURSEMENT	209.60	0.00	ELS GRAND ISLAND
04/27/23	0502238	Dacia M. Wright	CLAY CLASS	360.00	0.00	ELS HASTINGS
04/27/23	0502239	Jan A Zaura	PIT ORCHESTRA	550.00	0.01	COLUMBUS
04/03/23	ACH6003	TIAA-CREF	MO CONTRIBUTION	352,977.38	352,977.38	AREA WIDE
04/05/23	ACH6004	Wells Fargo Bank	DEPOSITAX - FEDERAL	74,112.18	74,112.18	AREA WIDE

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/07/23	ACH6005	Union Bank Health Benefit Solutions	FSA/HSA CONTRIBUTION	9,198.54	9,198.54	ADMIN SERVICES
04/10/23	ACH6006	Nebraska.Gov	GARNISHMENT	344.81	0.00	AREA WIDE
04/10/23	ACH6007	TIAA-CREF	BW CONTRIBUTION	45,137.49	45,137.49	AREA WIDE
04/11/23	ACH6008	Nebraska Child Support Payment Center	DEDUCTIONS	1,228.17	1,228.17	AREA WIDE
04/17/23	ACH6009	State of Nebraska	SALES TAX	971.00	0.01	ADMIN SERVICES
04/19/23	ACH6010	Wells Fargo Bank	DEPOSITAX - FEDERAL	73,722.26	73,722.26	AREA WIDE
04/21/23	ACH6011	Union Bank Health Benefit Solutions	FSA/HSA CONTRIBUTION	9,198.54	9,198.54	ADMIN SERVICES
04/21/23	ACH6012	TIAA-CREF	BW CONTRIBUTIONS	44,944.19	44,944.19	AREA WIDE
04/24/23	ACH6013	Nebraska.Gov	GARNISHMENT	343.36	0.00	AREA WIDE
04/24/23	ACH6014	Nebraska.Gov	GARNISHMENT	76.49	0.00	AREA WIDE
04/24/23	ACH6015	Wells Fargo Card Services Inc	P CARD PAYMENT	226,454.78	226,454.78	AREA WIDE
04/25/23	ACH6016	Nebraska Child Support Payment Center	DEDUCTIONS	1,228.17	1,228.17	AREA WIDE
04/26/23	ACH6017	Wells Fargo Bank	DEPOSITAX - FEDERAL	496,876.46	496,876.46	AREA WIDE
04/26/23	ACH6018	State of Nebraska	TAX WITHHOLDING	100,368.99	100,368.99	AREA WIDE
04/28/23	ACH6019	Union Bank Health Benefit Solutions	FSA/HSA CONTRIBUTION	45,634.37	45,634.37	ADMIN SERVICES
04/06/23	E0044648	Brent E Adrian	TRAVEL REIMBURSEMENT	337.98	0.00	GRAND ISLAND
04/06/23	E0044649	Fredrick A. Benzel	TRAVEL REIMBURSEMENT	110.04	0.00	ELS COLUMBUS
04/06/23	E0044650	Joseph P Black	TRAVEL REIMBURSEMENT	122.49	0.00	ADMIN SERVICES
04/06/23	E0044651	Peggy J Chessmore	TRAVEL REIMBURSEMENT	111.35	0.00	ADMIN SERVICES
04/06/23	E0044653	Marni J Danhauer	TRAVEL REIMBURSEMENT	95.63	0.00	ADMIN SERVICES
04/06/23	E0044653	Marni J Danhauer	TRAVEL REIMBURSEMENT	33.41	0.00	ADMIN SERVICES
04/06/23	E0044654	Daniel D Davidchik	TRAVEL REIMBURSEMENT	116.59	0.00	ADMIN SERVICES
04/06/23	E0044655	Jason L Davis	TRAVEL REIMBURSEMENT	170.30	0.00	ELS HASTINGS
04/06/23	E0044656	Troy Davis	TRAVEL REIMBURSEMENT	358.73	0.00	ADMIN SERVICES
04/06/23	E0044657	Sherry L. Desel	TRAVEL REIMBURSEMENT	346.00	0.00	ADMIN SERVICES
04/06/23	E0044658	Marcia F. Donley	TRAVEL REIMBURSEMENT	361.56	0.00	GRAND ISLAND
04/06/23	E0044659	Shirley Enquist	TRAVEL REIMBURSEMENT	107.42	0.00	ELS COLUMBUS
04/06/23	E0044659	Shirley Enquist	TRAVEL REIMBURSEMENT	35.37	0.00	ELS COLUMBUS
04/06/23	E0044660	Lori J. Fong	TRAVEL REIMBURSEMENT	45.20	0.00	ELS IV
04/06/23	E0044661	Lisa L Gdowski	TRAVEL REIMBURSEMENT	490.25	0.01	ADMIN SERVICES
04/06/23	E0044661	Lisa L Gdowski	TRAVEL REIMBURSEMENT	127.73	0.01	ADMIN SERVICES
04/06/23	E0044662	Paige Lee Gibreal	TRAVEL REIMBURSEMENT	244.02	0.00	ADMIN SERVICES
04/06/23	E0044663	William A Gordon	TRAVEL REIMBURSEMENT	151.96	0.00	ADMIN SERVICES
04/06/23	E0044664	Madison L. Hajek	TRAVEL REIMBURSEMENT	183.40	0.00	ADMIN SERVICES
04/06/23	E0044665	Lindsay J Higel	TRAVEL REIMBURSEMENT	1,948.47	1,948.47	ADMIN SERVICES
04/06/23	E0044666	Ross Douglas Huxoll	TRAVEL REIMBURSEMENT	112.66	0.00	GRAND ISLAND
04/06/23	E0044667	Shannon D James	TRAVEL REIMBURSEMENT	655.00	0.01	ADMIN SERVICES
04/06/23	E0044668	Steven R Kelso		41.27	0.00	ELS COLUMBUS
04/06/23	E0044669	Denise Marie Kingery		179.47	0.00	GRAND ISLAND
04/06/23	E0044670	Elizabeth R. Przymus		95.63	0.00	ADMIN SERVICES
04/06/23	E0044671	Carol A Kucera		32.75	0.00	HASTINGS

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/06/23	E0044672	Bradley J. Lang		186.50	0.00	HASTINGS
04/06/23	E0044673	Barbara A Larson		327.15	0.00	ADMIN SERVICES
04/06/23	E0044674	Amanda Mancini Marshall	TRAVEL REIMBURSEMENT	590.49	0.01	ADMIN SERVICES
04/06/23	E0044675	Barbara M McGraw	CPR CLASS	36.55	0.00	GRAND ISLAND
04/06/23	E0044676	Pennie M Morgan		368.88	0.00	ADMIN SERVICES
04/06/23	E0044676	Pennie M Morgan		128.38	0.00	ADMIN SERVICES
04/06/23	E0044677	Douglas R Pauley		360.98	0.00	COLUMBUS
04/06/23	E0044678	Jared Pettit		349.12	0.00	KEARNEY
04/06/23	E0044680	Ashley L. Scheil		47.16	0.00	GRAND ISLAND
04/06/23	E0044681	Danielle L. Schwinn	TRAVEL REIMBURSEMENT	459.76	0.00	ADMIN SERVICES
04/06/23	E0044682	Janel M Walton	TRAVEL REIMBURSEMENT	265.00	0.00	ADMIN SERVICES
04/06/23	E0044683	Callie Watson		100.87	0.00	GRAND ISLAND
04/06/23	E0044684	Tracy L Watts		428.32	0.00	ADMIN SERVICES
04/06/23	E0044685	Ashley Weets		473.67	0.00	GRAND ISLAND
04/06/23	E0044686	Joshua York		127.73	0.00	COLUMBUS
04/13/23	E0044687	Karl A. Anderson	TRAVEL REIMBURSEMENT	3,601.70	3,811.60	ADMIN SERVICES
04/13/23	E0044687	Karl A. Anderson	TRAVEL REIMBURSEMENT	209.90	3,811.60	ADMIN SERVICES
04/13/23	E0044688	Valerie C. Bren	TRAVEL REIMBURSEMENT	191.26	0.00	COLUMBUS
04/13/23	E0044689	Angela J Davidson	TRAVEL REIMBURSEMENT	55.02	0.00	ADMIN SERVICES
04/13/23	E0044690	Rebecca D. Dobry	TRAVEL REIMBURSEMENT	358.00	0.00	ADMIN SERVICES
04/13/23	E0044691	Jordan E. Eisenmenger	TRAVEL REIMBURSEMENT	174.65	0.01	ADMIN SERVICES
04/13/23	E0044691	Jordan E. Eisenmenger	TRAVEL REIMBURSEMENT	348.20	0.01	ADMIN SERVICES
04/13/23	E0044692	Shirley Enquist	TRAVEL REIMBURSEMENT	17.69	0.00	ELS COLUMBUS
04/13/23	E0044693	Becky S. Fausett	TRAVEL REIMBURSEMENT	557.71	0.01	ADMIN SERVICES
04/13/23	E0044695	Dr. Matthew Gotschall	TRAVEL REIMBURSEMENT	1,951.88	1,951.88	ADMIN SERVICES
04/13/23	E0044696	Amy R. Hammond	TRAVEL REIMBURSEMENT	18.34	0.00	KEARNEY
04/13/23	E0044697	Brian G Hoffman	TRAVEL REIMBURSEMENT	386.45	0.00	HASTINGS
04/13/23	E0044698	Hylee M Horner	TRAVEL REIMBURSEMENT	354.44	0.00	ADMIN SERVICES
04/13/23	E0044699	Steven R Kelso	TRAVEL REIMBURSEMENT	60.26	0.00	ELS COLUMBUS
04/13/23	E0044699	Steven R Kelso	TRAVEL REIMBURSEMENT	72.05	0.00	ELS COLUMBUS
04/13/23	E0044699	Steven R Kelso	TRAVEL REIMBURSEMENT	104.80	0.00	ELS COLUMBUS
04/13/23	E0044700	Sarah L. Kort	TRAVEL REIMBURSEMENT	425.75	0.00	ADMIN SERVICES
04/13/23	E0044702	Crystal M Ramm	TRAVEL REIMBURSEMENT	178.16	0.00	ELS COLUMBUS
04/13/23	E0044703	Brittney M Reeder	TRAVEL REIMBURSEMENT	151.96	0.00	ADMIN SERVICES
04/13/23	E0044704	Michele L. Schroer	TRAVEL REIMBURSEMENT	363.61	0.00	ADMIN SERVICES
04/13/23	E0044705	Lori A. Scroggin	TRAVEL REIMBURSEMENT	104.80	0.00	ELS IV
04/13/23	E0044706	Sheryl A. Seibert-Bough	TRAVEL REIMBURSEMENT	1,958.34	1,958.34	ADMIN SERVICES
04/13/23	E0044707	Carmen L. Taylor	TRAVEL REIMBURSEMENT	266.23	0.00	ADMIN SERVICES
04/13/23	E0044708	Margaret R Treffer	TRAVEL REIMBURSEMENT	189.00	0.00	ADMIN SERVICES
04/13/23	E0044709	Keith J Vincik	TRAVEL REIMBURSEMENT	32.75	0.00	ADMIN SERVICES
04/20/23	E0044710	Sara A. Bennett	TRAVEL REIMBURSEMENT	127.07	0.00	ADMIN SERVICES
04/20/23	E0044713	Mandy Jean Buderus	TRAVEL REIMBURSEMENT	120.52	0.00	ELS HASTINGS
04/20/23	E0044713	Mandy Jean Buderus	TRAVEL REIMBURSEMENT	60.26	0.00	ELS HASTINGS
04/20/23	E0044714	Karol K. Cavanaugh	TRAVEL REIMBURSEMENT	329.47	0.00	ELS IV
04/20/23	E0044715	Luz Colon Rodriguez	TRAVEL REIMBURSEMENT	237.77	0.00	ADMIN SERVICES
04/20/23	E0044716	Francesca E. Davis	TRAVEL REIMBURSEMENT	274.50	0.00	ADMIN SERVICES

DATE	CHECK NO	CHECK NAME	BOARD COMMENT	NET	CHECK AMOUNT	LOCAITON
04/20/23	E0044717	Brenda J Eller	TRAVEL REIMBURSEMENT	105.46	0.00	GRAND ISLAND
04/20/23	E0044718	Shirley Enquist	TRAVEL REIMBURSEMENT	17.69	0.00	ELS COLUMBUS
04/20/23	E0044720	Lori J. Fong	TRAVEL REIMBURSEMENT	37.34	0.00	ELS IV
04/20/23	E0044721	Frederick J. Grabo	TRAVEL REIMBURSEMENT	353.17	0.00	COLUMBUS
04/20/23	E0044723	Jordan T. Janssen	TRAVEL REIMBURSEMENT	70.09	0.00	ADMIN SERVICES
04/20/23	E0044724	Helen R Kirkland	TRAVEL REIMBURSEMENT	172.27	0.00	ELS IV
04/20/23	E0044725	Elizabeth R. Przymus	TRAVEL REIMBURSEMENT	246.28	0.00	ADMIN SERVICES
04/20/23	E0044726	Krynn K Larsen	TRAVEL REIMBURSEMENT	286.89	0.00	ADMIN SERVICES
04/20/23	E0044727	Sondra L Meyer	TRAVEL REIMBURSEMENT	83.84	0.00	HASTINGS
04/20/23	E0044727	Sondra L Meyer	TRAVEL REIMBURSEMENT	110.70	0.00	ADMIN SERVICES
04/20/23	E0044729	Kim Ottman	TRAVEL REIMBURSEMENT	168.99	0.00	ADMIN SERVICES
04/20/23	E0044730	Thomas D. Peters	TRAVEL REIMBURSEMENT	124.45	0.00	ADMIN SERVICES
04/20/23	E0044731	Shawn P Riley	TRAVEL REIMBURSEMENT	20.96	0.00	ELS IV
04/20/23	E0044732	Sandra J Schendt	TRAVEL REIMBURSEMENT	380.56	0.00	ELS HASTINGS
04/20/23	E0044733	Marlys J Schmidt	TRAVEL REIMBURSEMENT	131.00	0.00	ELS HASTINGS
04/20/23	E0044734	Jeffrey T Schulz	TRAVEL REIMBURSEMENT	1,778.60	1,778.60	GRAND ISLAND
04/20/23	E0044735	Kyle L Sterner	TRAVEL REIMBURSEMENT	112.66	0.00	GRAND ISLAND
04/20/23	E0044736	Mallory D. Swantek	TRAVEL REIMBURSEMENT	60.92	0.00	ADMIN SERVICES
04/20/23	E0044737	Gabriel A. Trejo	TRAVEL REIMBURSEMENT	56.33	0.00	ADMIN SERVICES
04/20/23	E0044738	Candace L. Walton	TRAVEL REIMBURSEMENT	359.52	0.00	ADMIN SERVICES
04/20/23	E0044739	Mary B Young	TRAVEL REIMBURSEMENT	95.00	0.00	COLUMBUS
04/27/23	E0044741	Laura L Cline	TRAVEL REIMBURSEMENT	41.92	0.00	ADMIN SERVICES
04/27/23	E0044742	Marie A. Desmarais	TRAVEL REIMBURSEMENT	119.50	0.00	HASTINGS
04/27/23	E0044743	Mary M. Dixon	TRAVEL REIMBURSEMENT	369.72	0.00	HASTINGS
04/27/23	E0044744	Rebecca D. Dobry	TRAVEL REIMBURSEMENT	141.48	0.00	ADMIN SERVICES
04/27/23	E0044745	Shirley Enquist	TRAVEL REIMBURSEMENT	17.69	0.00	ELS COLUMBUS
04/27/23	E0044745	Shirley Enquist	TRAVEL REIMBURSEMENT	19.65	0.00	ELS COLUMBUS
04/27/23	E0044745	Shirley Enquist	TRAVEL REIMBURSEMENT	20.31	0.00	ELS COLUMBUS
04/27/23	E0044747	Carley J Foltz	TRAVEL REIMBURSEMENT	36.68	0.00	ELS COLUMBUS
04/27/23	E0044748	Lori J. Fong	TRAVEL REIMBURSEMENT	37.34	0.00	ELS IV
04/27/23	E0044749	Michael D. Gapp	TRAVEL REIMBURSEMENT	32.75	0.00	ADMIN SERVICES
04/27/23	E0044750	Ashley L. Herringer	TRAVEL REIMBURSEMENT	161.13	0.00	HASTINGS
04/27/23	E0044751	Patricia Rae Kirkegaard		170.30	0.00	HASTINGS
04/27/23	E0044751	Patricia Rae Kirkegaard	TRAVEL REIMBURSEMENT	264.00	0.00	HASTINGS
04/27/23	E0044752	Barbara A Larson	TRAVEL REIMBURSEMENT	322.26	0.00	ADMIN SERVICES
04/27/23	E0044753	Joshua L Marshall	TRAVEL REIMBURSEMENT	27.51	0.00	ELS GRAND ISLAND
04/27/23	E0044754	Pamela A. Northup		622.91	0.01	GRAND ISLAND
04/27/23	E0044755	Liang M. O'Brien	COMPUTER CLASS	160.00	0.00	ELS GRAND ISLAND
04/27/23	E0044756	Patricia M. Oborny		212.22	0.00	GRAND ISLAND
04/27/23	E0044758	Courtney M Rempe		28.17	0.00	HASTINGS
04/27/23	E0044759	John T. Ritzdorf	TRAVEL REIMBURSEMENT	272.69	0.00	COLUMBUS
04/27/23	E0044760	Amanda F Rutter		400.86	0.00	GRAND ISLAND
04/27/23	E0044761	Michele L. Schroer		160.48	0.00	ADMIN SERVICES
04/27/23	E0044762	Shelly L. Steinkruger		265.31	0.00	HASTINGS
04/27/23	E0044763	Allen D Stenzel	TRAVEL REIMBURSEMENT	191.26	0.00	COLUMBUS
04/27/23	E0044764	Sharon L Strampher	TRAVEL REIMBURSEMENT	98.91	0.00	ELS GRAND ISLAND

DATE   CHECK NO CHECK NAME   BOARD COMMENT   NET   CHECK AMOUNT LOCAITON

TOTAL   3,151,967.73

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AP TYPE                    COUNT              NET

COLUMBUS AR                   36         29,742.98
GRAND ISLAND AR               17          3,948.00
HASTINGS AR                    4            920.00

TOTAL                                    34,610.98
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DATE       CHECK NO   CHECK NAME              BOARD COMMENT                                      NET      CHECK AMOUNT LOCAITON

04/20/23 0502044   Sandra L. Borden        TRAVEL REIMBURSEMENT                              35.37              0.00  ADMIN SERVICES
04/20/23 0502057   Sam Cowan               TRAVEL REIMBURSEMENT                             302.61              0.00  ADMIN SERVICES
04/20/23 0502058   Roger P. Davis          TRAVEL REIMBURSEMENT                              53.71              0.00  ADMIN SERVICES
04/20/23 0502079   Diane R Keller          TRAVEL REIMBURSEMENT                              36.68              0.00  ADMIN SERVICES
04/20/23 0502110   Rita J. Skiles          TRAVEL REIMBURSEMENT                             206.98              0.00  ADMIN SERVICES
04/20/23 E0044712  Michelle M Broekemier    TRAVEL REIMBURSEMENT                             36.68              0.00  ADMIN SERVICES
04/20/23 E0044722  Linda J. Heiden         TRAVEL REIMBURSEMENT                             103.49              0.00  ADMIN SERVICES

TOTAL                                                                                      775.52
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Central Community College

Financial Report

For fiscal year 2022-23

April 30, 2023

Recommend the Board Acknowledges Receiving the Financial Report.

Central Community College
Combined Balance Sheet - All Funds
FY 2022-23

	April 30, 2023	April 30, 2022	Difference
Assets			
Cash and Cash Equivalents	$ 26,098,559	$ 21,536,884	$ 4,561,675
Investments	9,504,594	9,396,934	107,660
Accounts Receivable	25,264,392	21,301,429	3,962,963
Inventories	151,309	170,798	(19,489)
Prepaid Expenses	1,409,824	1,205,615	204,209
Net Fixed Assets	127,161,256	126,530,590	630,666
Total Assets	$ 189,589,934	$ 180,142,250	$ 9,447,684
Liabilities and Fund Balance			
Accounts Payable	$ 276,702	$ 773,267	$ (496,565)
Accrued Expenses	1,524,680	1,440,730	83,950
Deposits	103,011	90,440	12,571
Deferred Revenue	35,672	102,327	(66,655)
Funds held for others	98,514	134,206	(35,692)
Revenue Bonds payable	4,965,000	6,190,000	(1,225,000)
Total Liabilities	$ 7,003,579	$ 8,730,970	$ (1,727,391)
Fund Balance - Beginning	$ 186,254,809	$ 179,806,687	$ 6,448,122
Reserve for encumbrances/prior year	94,320	125,590	(31,270)
Current year increase(decrease)	(3,762,774)	(8,520,997)	4,758,223
Total fund Balance	$ 182,586,355	$ 171,411,280	$ 11,175,075
Total Liabilities and fund Balance	$ 189,589,934	$ 180,142,250	$ 9,447,684

Central Community College
Statement of Revenues and Expenditures
Combined - All Funds
FY 2022-23

Fund	Budget	April	Projected Year-to-Date	Actual Year-to-Date	% Budget
General Operating					
Revenues	$62,528,990	$ 3,601,332	$ 41,206,604	$ 41,235,926	65.9%
Expenditures	62,528,990	4,321,495	48,585,025	48,567,318	77.7%
Totals		$ (720,163)	$ (7,378,421)	$ (7,331,392)	
Capital Improvement					
Revenues	$9,857,642	$ 706,089		$ 6,608,958	
Expenditures	9,857,642	83,577		5,508,173	
Totals		$ 622,512		$ 1,100,785	
Accessibility					
Revenues	$3,063,500	$ 172,785		$ 1,486,325	
Expenditures	3,063,500	1,917		484,166	
Totals		$ 170,868		$ 1,002,159	
Auxiliary					
Revenues		$ 1,002,971		$ 24,203,441	
Expenditures		1,229,665		24,100,989	
Totals		$ (226,694)		$ 102,452	
Restricted					
Revenues		$ 904,069		$ 14,253,560	
Expenditures		268,936		13,995,149	
Totals		$ 635,133		$ 258,411	
Revenue Bond					
Revenues	$3,357,168	$ 23		$ 2,184,023	
Expenditures	3,357,168	17,270		1,079,212	
Totals		$ (17,247)		$ 1,104,811	
All Funds					
Revenues		$ 6,387,269		$ 89,972,233	
Expenditures		5,922,860		93,735,007	
Totals		$ 464,409		$ (3,762,774)	

Central Community College
General Fund
Revenue Summary
April 30, 2023
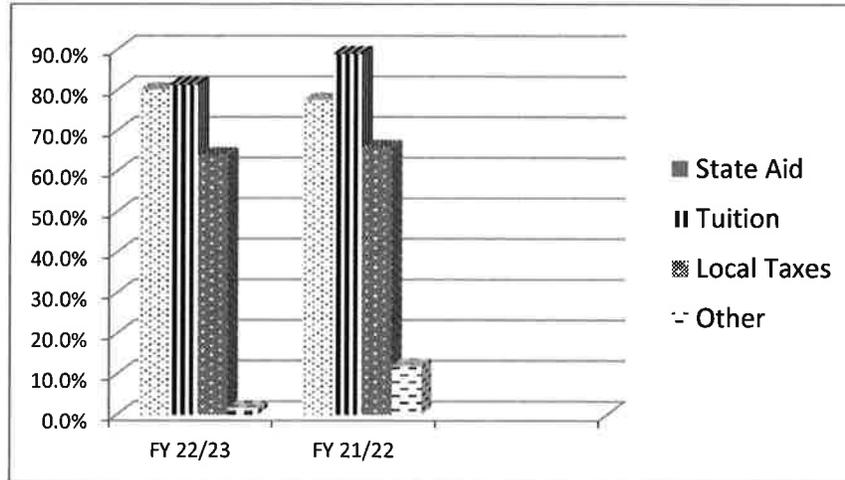
General Operating Fund	Budget	April Actual	Year-to-Date	FY 22/23 %	FY 21/22 %
State Aid	$ 10,693,567	$ 1,069,673	$ 8,557,385	80.02%	77.44%
Tuition	9,901,622	24,795	8,040,728	81.21%	88.87%
Local Taxes	38,414,001	2,503,884	24,580,938	63.99%	65.86%
Other	3,519,800	2,980	56,875	1.62%	12.00%
Subtotal	$ 62,528,990	$ 3,601,332	$ 41,235,926	65.95%	69.83%
Total Operating Revenue	$ 62,528,990	$ 3,601,332	$ 41,235,926	65.95%	69.83%

Central Community College
General Fund
Expenditure Summary by Type
April 30, 2023

Pie chart (2022-23):
- Personnel 77%
- Operating 19%
- Supplies 2%
- Travel 1%
- Equipment 1%

Legend: Personnel, Operating, Supplies, Travel, Equipment
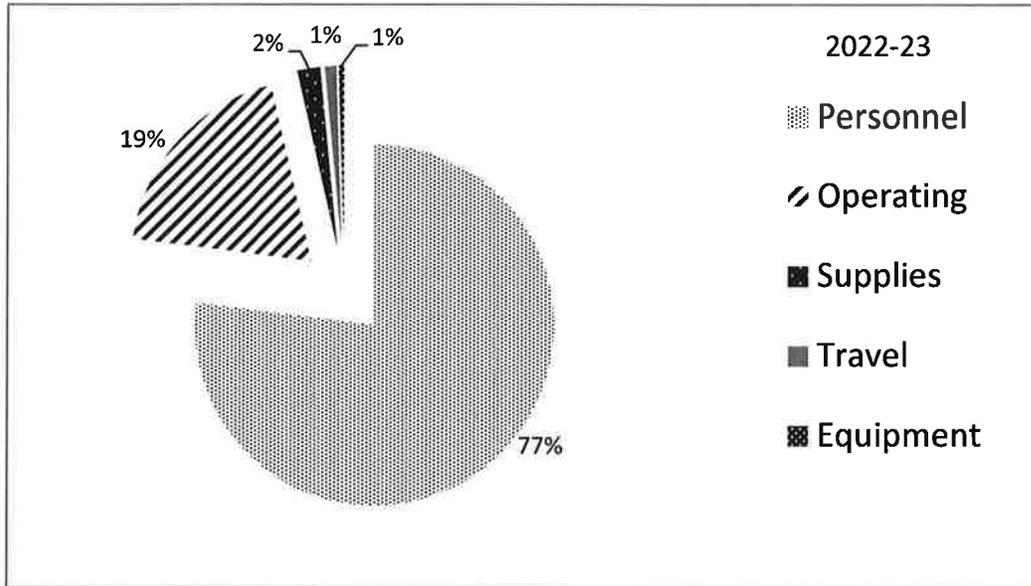
Type	FY 22/23 Year-to-Date Expenditures	% Budget	FY 21/22 Year-to-Date Expenditures	% Budget
Personnel	$ 37,389,086	77.50%	$ 36,846,004	79.13%
Operating	9,428,891	79.38%	5,688,853	51.65%
Supplies	998,102	74.51%	923,434	59.81%
Travel	505,405	68.46%	324,497	44.45%
Equipment	245,834	75.38%	334,665	94.11%
Totals	$ 48,567,318	77.67%	$ 44,117,453	73.55%

Central Community College
General Fund
Expenditure Summary by Function
April 30, 2023
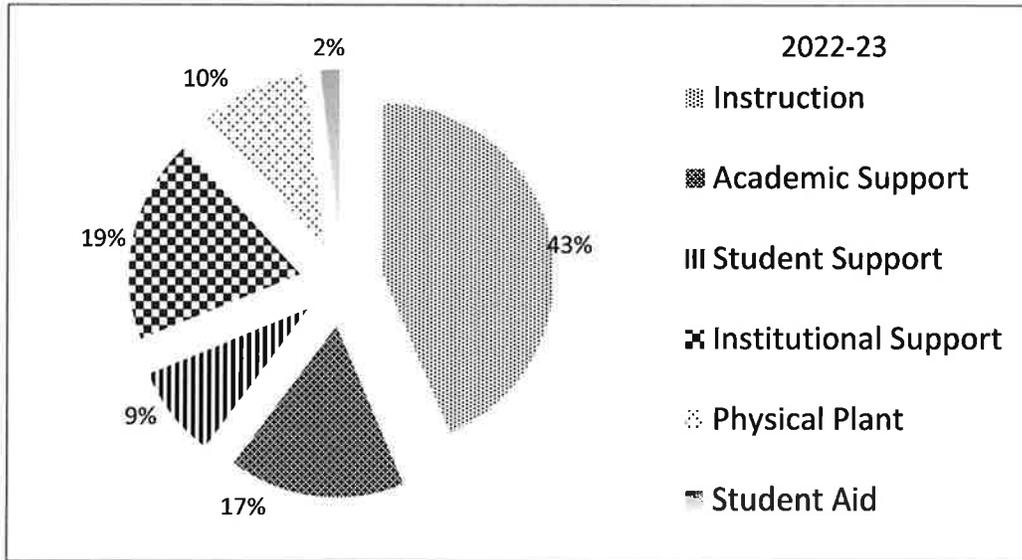
2022-23
- ▒ Instruction
- ▓ Academic Support
- Ⅲ Student Support
- ✕ Institutional Support
- ⦙ Physical Plant
- ▀ Student Aid

Function	FY 22/23 Year-to-Date Expenditures	% Budget	FY 21/22 Year-to-Date Expenditures	% Budget
Instructional	$ 21,153,067	79.82%	$ 18,532,872	73.02%
Academic Support	8,087,288	74.18%	7,743,344	73.85%
Student Support	4,199,082	78.12%	3,846,728	73.51%
Institutional Support	9,343,990	72.97%	8,579,757	70.48%
Physical Plant	4,894,509	83.21%	4,619,270	82.03%
Student Aid	889,382	83.62%	795,482	74.09%
Totals	$ 48,567,318	77.67%	$ 44,117,453	73.55%

Central Community College
Investments
April 30, 2023

Fund	Rate	Type	Amount	Maturity
General				
Five Points Bank	2.750%	MM	$ 3,400,000.00	
Total			$ 3,400,000.00	
Auxiliary				
Five Points Bank	2.750%	MM	$ 300,000.00	
Equitable Bank/Grand Island	0.500%	CD	224,758.58	06/03/23
Five Points Bank/Grand Island	0.500%	CD	220,144.95	06/03/23
Bank of the Valley, David City	0.800%	CD	272,164.89	06/11/24
Exchange Bank, Grand Island	0.500%	CD	109,189.38	06/08/24
Clarkson Bank/ Clarkson	1.000%	CD	100,000.00	06/11/24
Bank of the Valley, David City	0.650%	CD	264,528.56	06/11/23
Cornerstone/Aurora	0.550%	CD	111,183.43	08/11/23
Cornerstone/Central City	0.550%	CD	111,183.43	08/11/23
Cornerstone/Columbus	0.550%	CD	111,183.43	08/11/23
Cornerstone/Grand Island	0.550%	CD	111,183.43	08/11/23
Cornerstone/Rising City	0.550%	CD	111,183.43	08/11/23
FirsTier Bank/Elm Creek	2.000%	CD	100,000.00	06/03/25
Total			$ 2,146,703.51	
Capital Improvement				
Five Points Bank	2.750%	MM	$ 777,367.27	
Nebr Liquid Asset Funds	4.560%	MM	555,423.99	
First National Bank/David City	0.500%	CD	216,959.42	06/17/23
Firstier Bank/Elm Creek	0.500%	CD	150,000.00	06/11/24
First State Bank/Gothenburg	1.500%	CD	109,852.55	11/23/24
First State Bank/Gothenburg	1.750%	CD	112,718.11	05/23/25
Total			$ 1,922,321.34	
Revenue Bond				
Five Points Bank	2.750%	MM	$ 1,030,000.00	
Bank of the Valley/Platte Center	0.550%	CD	250,000.00	06/03/23
First Nebaska Bank/Arcadia	0.400%	CD	223,460.28	07/24/23
Clarkson Bank/Clarkson	0.850%	CD	250,000.00	06/11/23
Town & Country Bank/Ravenna	1.500%	CD	282,108.58	11/26/24
TOTAL			$ 2,035,568.86	
Accessility Fund				
TOTAL			$0.00	
TOTAL INVESTMENTS			$ 9,504,593.71	

Central Community College
County Receipts as of April 30, 2023

County	Balance 7/1/22	2022-23 Levy Amount	Total Receivable	Collections April	Received Year-to-Date	% Received FY 22/23	% Received FY 21/22
Adams	$ 1,367,140	3,816,988	$ 5,184,128	$ 151,247	$ 2,184,531	42.14%	44.62%
Boone	522,848	1,460,412	1,983,260	140,813	978,986	49.36%	51.22%
Buffalo	2,230,008	6,027,137	8,257,145	414,193	3,691,659	44.71%	45.19%
Butler	764,221	2,243,235	3,007,456	183,115	1,502,954	49.97%	51.35%
Clay	661,447	1,959,156	2,620,603	120,402	1,284,315	49.01%	48.46%
Colfax	675,432	1,829,494	2,504,926	159,205	961,698	38.39%	43.77%
Dawson	1,185,996	3,160,062	4,346,058	218,946	2,084,161	47.96%	47.14%
Franklin	322,024	889,269	1,211,293	62,696	631,942	52.17%	53.03%
Furnas	312,140	901,794	1,213,934	36,876	594,561	48.98%	49.44%
Gosper	261,743	819,939	1,081,682	62,541	571,027	52.79%	53.06%
Greeley	339,888	890,948	1,230,836	66,087	617,273	50.15%	53.48%
Hall	2,297,518	5,589,063	7,886,581	243,911	3,156,771	40.03%	43.86%
Hamilton	1,016,444	2,753,925	3,770,369	211,629	1,839,734	48.79%	47.19%
Harlan	290,591	932,401	1,222,992	72,693	653,861	53.46%	55.05%
Howard	461,301	1,315,091	1,776,392	44,465	798,986	44.98%	47.78%
Kearney	612,184	1,730,614	2,342,798	77,544	1,080,375	46.11%	48.24%
Merrick	629,092	1,693,955	2,323,047	118,593	1,067,926	45.97%	44.68%
Nance	371,421	961,170	1,332,591	27,513	588,880	44.19%	46.31%
Nuckolls	366,883	1,041,430	1,408,313	78,690	669,762	47.56%	48.36%
Phelps	751,897	2,104,326	2,856,223	59,156	1,339,428	46.90%	51.85%
Platte	2,009,669	5,516,794	7,526,463	475,876	3,357,207	44.61%	44.98%
Polk	592,664	1,669,845	2,262,509	135,344	1,125,324	49.74%	51.10%
Sherman	418,815	886,536	1,305,351	81,260	607,627	46.55%	48.59%
Valley	331,213	894,763	1,225,976	84,214	577,189	47.08%	48.16%
Webster	338,380	983,236	1,321,616	32,361	636,885	48.19%	49.41%
Totals	$ 19,130,959	$ 52,071,583	$ 71,202,542	$ 3,359,370	$ 32,603,062	45.79%	47.24%

CENTRAL COMUNITY COLLEGE

COMBINED BALANCE SHEET - ALL FUNDS
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash on hand	5,385.00	5,385.00
Cash in banks	26,152,065.55	22,956,010.58
Investments	9,445,701.74	9,359,868.64
Accounts receivable	25,261,760.78	21,292,145.89
Accrued interest receivable	2,632.60	4,412.39
Inventories	151,308.78	170,797.66
Prepaid Expenses	1,409,824.00	1,205,615.00
Due from other funds	0.00	0.00
Total Current Assets	62,428,678.45	54,994,235.16
Land	13,285,192.66	12,990,760.03
Buildings	62,269,025.90	62,269,025.90
Building improvements	129,825,461.48	113,041,195.93
Construction in progress	1,324,051.42	10,736,486.45
Equipment and furniture	24,200,681.71	22,411,697.96
Depreciation	103,743,157.56	94,918,576.32
Total Fixed Assets	127,161,255.61	126,530,589.95
Total Assets	189,589,934.06	181,524,825.11
LIABILITIES AND FUND BALANCE		
Accounts payable/current	190,076.83-	469,741.14
Sales tax payable	933.88	966.73
Accrued payroll & deductions	465,847.29	454,654.23
Accrued vacation	1,524,679.55	1,440,729.70
Accrued interest payable	0.00	0.00
Deposits	100,540.50	90,440.00
Preregistrations	2,471.00	720.00-
Contracts payable	0.00	0.00
Revenue bonds payable	4,965,000.00	6,190,000.00
Agency funds balance	98,513.53	133,191.01
Deferred Revenue	35,672.00	103,047.00
Due to other funds	0.00	0.00
Total Liabilities	7,003,578.92	8,882,049.81
Beginning fund balance	186,254,808.82	179,806,687.18
Reserve for encumbrances/ prior year	94,320.46	125,590.21
Current year increase/decrease	3,762,774.14-	7,289,502.09-
Total Fund Balances	182,586,355.14	172,642,775.30
Total Liabilities and Fund Balances	189,589,934.06	181,524,825.11

CENTRAL COMMUNITY COLLEGE

COMBINED STATEMENT OF REVENUE AND EXPENDITURES
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
State appropriations	1,258,792.43	11,616,154.76	1,127,613.44	10,264,434.11
Local taxes	3,359,369.81	32,603,060.72	2,486,025.28	32,730,628.09
Federal funds	340,117.23	8,530,393.01	76,695.04	17,156,115.86
Tuition and fees net of remissions	35,642.70	9,008,742.73	37,892.32	9,623,101.72
Dormitory	1,648.00	1,291,651.03	418.00	1,189,697.99
Cafeteria	783.02	1,551,093.72	101.06-	1,368,324.86
Sale of merchandise	814,843.87	8,661,160.97	778,965.63	8,392,915.81
Other income	534,513.05	5,127,039.64	338,135.35	5,923,931.21
Bond proceeds	0.00	0.00	0.00	0.00
Interest income	23,388.13	77,609.62	1,078.72	16,642.38
Services	17,670.82	140,691.78	13,942.45	141,023.29
Transfers	500.00	11,364,634.47	43,500.00	5,249,629.45
Total Revenue	6,387,269.06	89,972,232.45	4,904,165.17	92,056,444.77
EXPENDITURES				
Personal services	4,102,111.03	40,749,603.87	3,995,070.17	39,987,114.93
Operating expenses	1,352,633.02	46,376,007.59	1,597,610.40	51,699,662.14
Supplies and materials	278,180.84	3,715,077.36	292,875.64	3,207,600.33
Travel	56,370.00	558,788.63	60,469.17	366,268.20
Equipment and furniture	133,564.59	2,335,529.14	123,689.99	4,085,301.26
Transfers	0.00	0.00	0.00	0.00
Total expenditures	5,922,859.48	93,735,006.59	6,069,715.37	99,345,946.86
Net Increase/Decrease In Fund Balance	464,409.58	3,762,774.14-	1,165,550.20-	7,289,502.09-

CENTRAL COMMUNITY COLLEGE

GENERAL FUND - BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash on hand	5,285.00	5,285.00
Cash in banks	2,187,470.89-	3,785,099.21
Investments	3,400,000.00	3,400,000.00
Accounts receivable/students	5,736,787.50	1,343,599.25
Accounts receivable - outside agencies	14,898,203.89	14,692,803.44
Travel advances	1,443.25	609.50
Accrued interest receivable	927.10	963.31
Prepaid Expenses	1,297,369.00	1,093,160.00
Due from other funds	0.00	0.00
Total Assets	23,152,544.85	24,321,518.71
LIABILITIES AND FUND BALANCE		
Accounts payable/current	1,043,073.11-	665,167.12-
Accrued payroll & deductions	469,224.54	454,654.23
Accrued vacation	1,344,522.12	1,276,388.17
Accrued interest payable	0.00	0.00
Deposits	100,540.50	90,440.00
Preregistrations	2,471.00	720.00-
Deferred Revenue	35,308.00	101,995.50
Due to other funds	0.00	0.00
Total Liabilities	908,993.05	1,257,590.78
Beginning fund balance/ Unencumbered	29,480,623.54	25,283,796.51
Reserve for prior year encumbrances	94,320.46	125,590.21
Current year increase/decrease	7,331,392.20-	2,345,458.79-
Total Fund Balance	22,243,551.80	23,063,927.93
Total Liabilities and Fund Balance	23,152,544.85	24,321,518.71

CENTRAL COMMUNITY COLLEGE

GENERAL FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
State appropriations	1,069,673.09	8,557,384.72	1,030,273.89	8,281,273.92
Local taxes	2,503,883.92	24,580,937.86	1,917,994.51	24,804,028.93
Tuition net of remissions	24,795.43	8,040,728.35	23,227.44	8,559,858.89
Other income	2,979.90	54,374.93	51.55-	230,831.10
Transfers	0.00	2,500.00	0.00	9,202.35
Total Revenue	3,601,332.34	41,235,925.86	2,971,444.29	41,885,195.19
EXPENSES				
Personal services	3,772,405.27	37,389,085.72	3,704,974.86	36,846,003.56
Operating expenses	408,008.22	9,428,890.86	483,264.67	5,722,488.20
Supplies and materials	80,637.75	998,101.78	99,284.29	965,857.90
Travel	43,788.04	505,405.13	57,312.19	361,639.39
Equipment and furniture	16,656.15	245,834.57	10,317.30	334,664.93
Total Expenses	4,321,495.43	48,567,318.06	4,355,153.31	44,230,653.98
Net Increase/Decrease In Fund Balance	720,163.09-	7,331,392.20-	1,383,709.02-	2,345,458.79-

CENTRAL COMMUNITY COLLEGE

GENERAL FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	CURRENT MONTH	2020-2021 YEAR TO DATE	2020-2021 BUDGET	BUDGET REMAINING	REMAINING BUDGET %
REVENUE					
State appropriations	1,069,673.09	8,557,384.72	0.00	8,557,384.72	*****
Local taxes	2,503,883.92	24,580,937.86	0.00	24,580,937.86	*****
Tuition net of remissions	24,795.43	8,040,728.35	0.00	8,040,728.35	*****
Other income	2,979.90	54,374.93	0.00	54,374.93	*****
Transfers	0.00	2,500.00	0.00	2,500.00	*****
Total Revenue	3,601,332.34	41,235,925.86	0.00	41,235,925.86	*****
EXPENSES					
Personal services	3,772,405.27	37,389,085.72	48,246,911.00	10,857,825.28-	22.50-
Operating expenses	408,008.22	9,428,890.86	11,878,150.00	2,449,259.14-	20.62-
Supplies and materials	80,637.75	998,101.78	1,335,610.00	337,508.22-	25.27-
Travel	43,788.04	505,405.13	738,211.00	232,805.87-	31.54-
Equipment and furniture	16,656.15	245,834.57	330,108.00	84,273.43-	25.53-
Total Expenses	4,321,495.43	48,567,318.06	62,528,990.00	13,961,671.94-	22.33-
Net Increase/Decrease In Fund Balance	720,163.09-	7,331,392.20-	62,528,990.00-	55,197,597.80	88.28-

CENTRAL COMMUNITY COLLEGE

GENERAL FUND - STATEMENT OF EXPENDITURES BY OBJECT AND PCS
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
EXPENDITURES BY OBJECT				
Personal services	3,772,405.27	37,389,085.72	3,704,974.86	36,846,003.56
Operating expenses	408,008.22	9,428,890.86	483,264.67	5,722,488.20
Supplies and materials	80,637.75	998,101.78	99,284.29	965,857.90
Travel	43,788.04	505,405.13	57,312.19	361,639.39
Equipment and furniture	16,656.15	245,513.14	10,317.30	334,664.93
Total Expenditures by Object	4,321,495.43	48,566,996.63	4,355,153.31	44,230,653.98
EXPENDITURES BY PCS				
Instruction	1,756,452.70	21,153,067.19	1,876,982.35	18,574,552.06
Academic support	806,808.15	8,087,287.89	782,834.69	7,758,024.32
Student support	400,765.72	4,106,650.12	377,086.97	3,867,019.47
Institutional support	869,644.33	9,343,990.00	850,872.59	8,604,805.36
Physical plant support	477,907.57	4,894,508.66	455,081.02	4,630,771.19
Student financial support	9,916.96	889,381.95	12,295.69	795,481.58
Total Expenditures by PCS	4,321,495.43	48,474,885.81	4,355,153.31	44,230,653.98

CENTRAL COMMUNITY COLLEGE

GENERAL FUND - STATEMENT OF EXPENDITURES BY OBJECT AND PCS
As of 04/30/2023

	CURRENT MONTH	2020-2021 YEAR TO DATE	2020-2021 BUDGET	BUDGET REMAINING	REMAINING BUDGET %
EXPENDITURES BY OBJECT					
Personal services	3,772,405.27	37,389,085.72	48,246,911.00	10,857,825.28-	22.50-
Operating expenses	408,008.22	9,428,890.86	11,878,150.00	2,449,259.14-	20.62-
Supplies and materials	80,637.75	998,101.78	1,335,610.00	337,508.22-	25.27-
Travel	43,788.04	505,405.13	738,211.00	232,805.87-	31.54-
Equipment and furniture	16,656.15	245,513.14	327,354.00	81,840.86-	25.00-
Total Expenditures by Object	4,321,495.43	48,566,996.63	62,526,236.00	13,959,239.37-	22.33-
EXPENDITURES BY PCS					
Instruction	1,756,452.70	21,153,067.19	26,467,979.80	5,314,912.61-	20.08-
Academic support	806,808.15	8,087,287.89	10,924,731.20	2,837,443.31-	25.97-
Student support	400,765.72	4,106,650.12	5,375,492.00	1,268,841.88-	23.60-
Institutional support	869,644.33	9,343,990.00	12,805,213.00	3,461,223.00-	27.03-
Physical plant support	477,907.57	4,894,508.66	5,881,940.00	987,431.34-	16.79-
Student financial support	9,916.96	889,381.95	1,073,634.00	184,252.05-	17.16-
Total Expenditures by PCS	4,321,495.43	48,474,885.81	62,528,990.00	14,054,104.19-	22.48-

CENTRAL COMMUNITY COLLEGE

BALANCE SHEET - CAPITAL IMPROVEMENT FUND
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash in banks	4,448,832.99-	8,139,073.03-
Investments	1,907,658.99	1,827,897.71
Accounts receivable	4,086,233.38	3,752,351.00
Accrued interest receivable	1,180.73	2,211.46
Prepaid Expenses	0.00	0.00
Due from other funds	0.00	0.00
Total Assets	1,546,240.11	2,556,612.86-
LIABILITIES AND FUND BALANCE		
Accounts payable/current	175,818.32	411,112.18-
Accrued payroll	0.00	0.00
Accrued vacation	0.00	0.00
Accrued interest payable	0.00	0.00
Contracts payable	0.00	0.00
Due to other funds	0.00	0.00
Total Liabilities	175,818.32	411,112.18-
Beginning fund balance/ unencumbered	269,636.68	2,018,189.17
Reserve for encumbrances/ prior year	0.00	0.00
Current year increase/decrease	1,100,785.11	4,163,689.85-
Total Fund Balance	1,370,421.79	2,145,500.68-
Total Liabilities and Fund Balance	1,546,240.11	2,556,612.86-

CENTRAL COMMUNITY COLLEGE

CAPITAL IMPROVEMENT FUNDS - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
Local taxes	682,700.84	6,535,797.46	472,179.81	6,445,792.01
Interest income	23,388.13	73,160.33	1,078.72	11,816.94
Other income	0.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	0.00
Total Revenue	706,088.97	6,608,957.79	473,258.53	6,457,608.95
EXPENSES				
Personal services	0.00	0.00	0.00	0.00
Operating expenses	70,788.71	5,083,460.87	96,501.06	9,887,593.93
Supplies and materials	10,803.94	159,877.12	20,528.21	124,938.10
Travel	0.00	0.00	0.00	0.00
Equipment and furniture	1,984.03	264,834.69	17,937.72	608,766.77
Total Expenses	83,576.68	5,508,172.68	134,966.99	10,621,298.80
Total Increase/Decrease In Fund Balance	622,512.29	1,100,785.11	338,291.54	4,163,689.85-

CENTRAL COMMUNITY COLLEGE

ACCESSIBILITY FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash in banks	16,775,239.67	15,339,288.07
Investments	0.00	0.00
Accounts receivable	711,376.36	965,819.00
Accrued interest receivable	0.00	0.00
Prepaid Expenses	0.00	0.00
Due from other funds	0.00	0.00
Total Assets	17,486,616.03	16,305,107.07
LIABILITIES AND FUND BALANCE		
Accounts payable/current	78,882.19	394,848.83
Due to other funds	0.00	0.00
Total Liabilities	78,882.19	394,848.83
Beginning fund balance/ unencumbered	16,405,574.72	14,761,626.12
Reserve for encumbrances	0.00	0.00
Current year increase/decrease	1,002,159.12	1,148,632.12
Total Fund Balance	17,407,733.84	15,910,258.24
Total Liabilities and Fund Balance	17,486,616.03	16,305,107.07

CENTRAL COMMUNITY COLLEGE

ACCESSIBILITY FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
Local taxes	172,785.05	1,486,325.40	95,850.96	1,480,807.15
Interest income	0.00	0.00	0.00	0.00
Other income	0.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	0.00
Total Revenue	172,785.05	1,486,325.40	95,850.96	1,480,807.15
EXPENSES				
Personal services	0.00	0.00	0.00	0.00
Operating expenses	0.00	474,718.90	4,440.00	325,453.33
Supplies and materials	1,917.00	3,034.54	0.00	6,721.70
Travel	0.00	0.00	0.00	0.00
Equipment and furniture	0.00	6,412.84	0.00	0.00
Total Expenses	1,917.00	484,166.28	4,440.00	332,175.03
Total Increase/Decrease In Fund Balance	170,868.05	1,002,159.12	91,410.96	1,148,632.12

CENTRAL COMMUNITY COLLEGE

AUXILIARY FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash on hand	0.00	0.00
Cash in banks	3,335,412.97	4,547,457.67
Investments	2,147,827.30	2,137,647.63
Accounts receivable	2,318,802.56	275,108.89
Inventories	151,308.78	170,797.66
Prepaid Expenses	0.00	0.00
Due from other funds	0.00	0.00
Total Assets	7,953,351.61	7,131,011.85
LIABILITIES AND FUND BALANCE		
Accounts payable/current	621,370.31	861,201.52
Sales tax payable	915.75	966.70
Accrued vacation	74,338.27	72,445.19
Accrued interest payable	0.00	0.00
Accrued payroll	0.00	0.00
Contracts payable	0.00	0.00
Deferred Revenue	364.00	1,051.50
Due to other funds	0.00	0.00
Total Liabilities	696,988.33	935,664.91
Beginning fund balance/ Unencumbered Reserve for encumbrances/ prior year	7,153,911.07	8,542,501.11
	0.00	0.00
Current year increase/decrease	102,452.21	2,347,154.17-
Total Fund Balance	7,256,363.28	6,195,346.94
Total Liabilities and Fund Balance	7,953,351.61	7,131,011.85

CENTRAL COMMUNITY COLLEGE

AUXILIARY FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
Dorm operations	1,648.00	1,291,651.03	418.00	1,189,697.99
Service fund	6,998.90	90,141.18	10,586.82	200,522.72
Tuition and fees	3,848.37	877,873.20	4,078.06	862,720.11
Cafeteria	783.02	1,547,792.57	577.19-	1,363,842.50
Sales of merchandise	55,479.88	1,140,301.11	106,197.70	1,066,465.06
Intra-college sales	800,694.28	8,182,881.80	762,370.97	7,922,404.01
Services	17,670.82	140,691.78	13,942.45	141,023.29
Other income	115,347.63	1,668,708.05	111,159.37	3,016,101.25
Transfers	500.00	9,263,400.71	43,500.00	3,585,691.39
Total Revenue	1,002,970.90	24,203,441.43	1,051,676.18	19,348,468.32
EXPENSES				
Personal services	176,019.41	1,912,322.80	168,050.29	1,633,660.59
Operating expenses	810,639.10	18,646,665.26	1,044,612.69	15,377,376.47
Supplies	26,408.46	569,256.72	41,700.04	692,064.44
Reuse and resale	127,354.92	1,619,743.64	114,376.96	1,258,314.87
Travel	6,966.97	11,845.27-	584.11	29,422.22-
Capital outlay	82,275.65	1,364,846.07	50,872.97	2,763,628.34
Scholarships	0.00	0.00	0.00	0.00
Transfers	0.00	0.00	0.00	0.00
Total Expenses	1,229,664.51	24,100,989.22	1,420,197.06	21,695,622.49
Net Increase in Fund Balance	226,693.61-	102,452.21	368,520.88-	2,347,154.17-

CENTRAL COMMUNITY COLLEGE

RESTRICTED FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash on Hand	100.00	100.00
Cash in banks	6,854,339.39	2,999,253.12
Accounts receivable	3,004,709.50-	261,855.81
Prepaid expenses	0.00	0.00
Due from other funds	0.00	0.00
Total Assets	3,849,729.89	3,261,208.93
LIABILITIES AND FUND BALANCE		
Accounts payable/current	101,955.16-	225,944.43
Accrued payroll	3,377.25-	0.00
Accrued vacation	105,819.16	91,896.34
Deferred Revenue	611,597.20-	0.00
Due to other funds	0.00	0.00
Total Liabilities	611,110.45-	317,840.77
Beginning fund balance/ unencumbered	4,202,429.86	3,106,294.71
Reserve for encumbrances/ prior year	0.00	0.00
Current year increase/decrease	258,410.48	162,926.55-
Total Fund Balance	4,460,840.34	2,943,368.16
Total Liabilities and Fund Balance	3,849,729.89	3,261,208.93

CENTRAL COMMUNITY COLLEGE

RESTRICTED FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
State funds	189,119.34	3,057,450.04	97,339.55	1,983,160.19
Federal funds	330,197.23	8,518,441.01	76,695.04	17,153,891.86
Other income	384,752.13	2,667,934.17	136,866.39	1,979,145.97
Transfers	0.00	9,733.76	0.00	193,735.71
Total Revenue	904,068.70	14,253,558.98	310,900.98	21,309,933.73
EXPENSES				
Personal services	153,686.35	1,448,195.35	122,045.02	1,507,450.78
Operating expenses	46,346.94	11,709,978.31	52,344.82-	19,456,715.64
Supplies and materials	30,638.77	321,627.42	11,461.23	128,873.13
Travel	5,614.99	65,228.77	2,572.87	34,051.03
Equipment and furniture	32,648.76	450,118.65	44,562.00	345,769.70
Transfers	0.00	0.00	0.00	0.00
Total Expenses	268,935.81	13,995,148.50	128,296.30	21,472,860.28
Net Increase/Decrease In Fund Balance	635,132.89	258,410.48	182,604.68	162,926.55-

CENTRAL COMMUNITY COLLEGE

REVENUE BOND FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash in banks	5,679,573.46	4,244,686.87
Investments	2,034,788.57	2,037,454.34
Accounts receivable	103,162.50-	0.00
Accrued interest receivable	524.77	1,237.62
Unamortized bond expense	0.00	0.00
Prepaid Expenses	0.00	0.00
Due from other funds	0.00	0.00
Total Assets	7,611,724.30	6,283,378.83
LIABILITIES AND FUND BALANCE		
Accounts payable current	72,990.82	61,049.07
Accrued interest payable	0.00	0.00
Accrued payroll	0.00	0.00
Accrued vacation	0.00	0.00
Due to other funds	0.00	0.00
Revenue bonds payable	0.00	0.00
Total Liabilities	72,990.82	61,049.07
Beginning fund balance/ unencumbered	6,433,922.34	5,641,234.61
Reserve for encumbrances/ prior year	0.00	0.00
Current year increase/decrease	1,104,811.14	581,095.15
Total Fund Balance	7,538,733.48	6,222,329.76
Total Liabilities and Fund Balance	7,611,724.30	6,283,378.83

CENTRAL COMMUNITY COLLEGE

REVENUE BOND FUND - STATEMENT OF REVENUE AND EXPENSE
As of 04/30/2023

	THIS MONTH THIS YEAR	YEAR TO DATE 2022-2023	THIS MONTH LAST YEAR	YEAR TO DATE 2021-2022
REVENUE				
Interest income	0.00	2,617.80	0.00	2,617.80
Cafeteria	0.00	3,301.15	476.13	4,482.36
Bookstore	23.10	89,104.04	558.10	106,331.27
Dorm operations	0.00	0.00	0.00	0.00
Other income	0.00	0.00	0.00	0.00
Student fees	0.00	0.00	0.00	0.00
Bond proceeds	0.00	0.00	0.00	0.00
Transfers	0.00	2,089,000.00	0.00	1,461,000.00
Total Revenue	23.10	2,184,022.99	1,034.23	1,574,431.43
EXPENSES				
Personal services	0.00	0.00	0.00	0.00
Operating expenses	16,850.05	1,032,293.39	21,136.80	930,034.57
Supplies and materials	420.00	43,436.14	5,524.91	30,830.19
Travel	0.00	0.00	0.00	0.00
Equipment and furniture	0.00	3,482.32	0.00	32,471.52
Transfers	0.00	0.00	0.00	0.00
Total Expenses	17,270.05	1,079,211.85	26,661.71	993,336.28
Net Increase/Decrease In Fund Balance	17,246.95-	1,104,811.14	25,627.48-	581,095.15

CENTRAL COMMUNITY COLLEGE

AGENCY FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Cash in banks	1,442.59-	7,963.64
Due from other funds	0.00	0.00
Total Assets	1,442.59-	7,963.64
LIABILITIES		
Accounts payable	2,931.11	0.00
Due to other funds	0.00	0.00
Balances in activities accounts	98,513.53	133,191.01
Increase/decrease in fund assets	102,887.23-	125,227.37-
Total Liabilities	1,442.59-	7,963.64

CENTRAL COMMUNITY COLLEGE

PLANT FUND BALANCE SHEET
As of 04/30/2023

	FISCAL YEAR 2022-2023	FISCAL YEAR 2021-2022
ASSETS		
Unamortized bond expense	112,455.00	112,455.00
Land	2,115,576.99	2,115,576.99
Land improvements	11,169,615.67	10,875,183.04
Buildings	62,269,025.90	62,269,025.90
Building improvements	129,825,461.48	113,041,195.93
Construction in progress	1,324,051.42	10,736,486.45
Equipment and furniture	24,200,681.71	22,411,697.96
Depreciation	103,743,157.56-	94,918,576.32-
Due from other funds	0.00	0.00
Total Assets	127,273,710.61	126,643,044.95
LIABILITIES AND FUND BALANCE		
Leaseholds payable	0.00	0.00
Land contract payable	0.00	0.00
Accrued interest payable	0.00	0.00
Due to other funds	0.00	0.00
Revenue bonds payable	4,965,000.00	6,190,000.00
Total Liabilities	4,965,000.00	6,190,000.00
Fund balance	122,308,710.61	120,453,044.95
Total Liabilities and Fund Balance	127,273,710.61	126,643,044.95

Central Community College

Heavy Equipment Operator Technology (HEOT) Program Lease

Hastings Campus

The HEOT program is requesting the Lease of the following pieces of heavy equipment to provide training for students entering the construction industry. This equipment will allow the HEOT students to be trained on large construction equipment commonly used in industry. The HEOT program is currently the only full course training program and facility in the state of Nebraska offering lecture and hands on training of heavy equipment.

Equipment to be leased are as follows: Articulated Dump Truck, Track Loader, Large Hydraulic Excavator, Small Hydraulic Excavators, Large Bulldozer, Small Bulldozer, Compact Track Skidsteer Loader, Wheeled Skidsteer Loader, Backhoe, Motor/grader/Conventional Control, Motor Grader/Joystick Control, and Wheel Loader. (Highlighted in yellow below)

Backhoe Loader

	Equipment #	Lease $
NMC	415	$ 26,897.00
Murphy	310P	$ 20,476.80

Excavator - 1

	Equipment #	Lease $
NMC	315 GC	$ 55,594.00
Murphy	130P	$ 44,442.56
Bobcat of Omaha	DX104LCR-5	$ 15,200.00
RoadBuilders	PC138USLC-11	$ 63,049.02

Excavator - 2

	Equipment #	Lease $
NMC	320 GC	$ 51,566.00
Murphy	210P	$ 47,507.31
Bobcat of Omaha	DX225LC-5	$ 19,400.00
RoadBuilders	PC210LC-11	$ 96,841.14

Excavator - 5 ton

	Equipment #	Lease $
NMC	305	$ 17,470.00
Murphy	50G	$ 15,061.27
Bobcat of Omaha	E42 R2	$ 9,000.00
RoadBuilders	PC55MR-5	$ 23,698.08

Motor Grader - 1 Joystick

	Equipment #	Lease $
NMC	120	$ 58,276.00
Murphy	620GP	$ 63,480.90
Murphy	Current 620GP	$ 26,632.55
	Warrenty	$ 7,905.00
	Total	$ 34,537.55

Motor Grader - Conventional

	Equipment #	Lease $
NMC	120GC	$ 47,241.00
Murphy	620G	$ 62,190.05
RoadBuilders	GD655-6	$ 61,753.30

Compact Track Skid Loader

	Equipment #	Lease $
NMC	259D3	$ 16,012.00
Murphy	325G	$ 13,928.37
Bobcat of Omaha	T66 T4	$ 9,500.00

Skid Steer Loader - Wheel

	Equipment #	Lease $
NMC	242D3	$ 12,211.00
Murphy	324G	$ 13,145.77
Bobcat of Omaha	S66 T4	$ 7,500.00

Wheel Loader

	Equipment #	Lease $
NMC	926M	$ 42,633.00
Murphy	524P	$ 30,565.79
RoadBuilders	WA270-8	$ 48,299.61

Track Type Tractor - Dozer 1

	Equipment #	Lease $
NMC	D4	$ 61,359.00
Murphy	700L	$ 44,774.22
RoadBuilders	D51PX-24	$ 48,401.42

Track Type Tractor - Dozer - 2

	Equipment #	Lease $
NMC	D3	$ 36,724.00
Murphy	650P	$ 38,625.21
Bobcat of Omaha	DD100	$ 22,000.00
RoadBuilders	D39PX-24	$ 38,003.61

The College President recommends acceptance of the bids to lease units from NMC, Murphy Tractor & Equipment Co., Road Builders Machinery & Supply Co. Inc., and Bobcat of Omaha for the Hastings Campus for the HEOT program.

CENTRAL COMMUNITY COLLEGE

FACILITIES

HASTINGS CAMPUS

This detailed request is to Central Community College Board of Governors for the purchase of (1) one late model van/minivan for the Facilities department on the Hastings campus.

This request is for a replacement vehicle after the previous van was deemed a total loss by the insurance company after an accident this winter. The need for this vehicle is to meet the needs of the facilities, grounds, and custodial departments.

The primary use for this vehicle is for the custodial supervisor to distribute supplies to staff, move equipment across the campus and pick up supplies from suppliers in the Hastings area. It may also be utilized to collect parts for the facilities group and used to collect packages from the post office. Transportation of staff on campus is also done during the summer months.

Specifications:

2019 or newer

Van/Mini-van

No more than 75,000 miles

Rear seats must lay flat or be removable

The College President recommends the search and purchase of this vehicle, meeting the specifications designated above, in an amount not to exceed, $25,000 for a used vehicle, meeting the needs of the Facilities group.

CENTRAL COMMUNITY COLLEGE

PLATTE PARKING LOT CHANGE ORDER

HASTING CAMPUS

The proposed change order from cloudburst landscaping covers the cost of a miscalculation during bidding. If approved this vendor would still be the low bid on the Platte landscaping project.

Amount of proposed change: $47,850.00

The College President recommends acceptance of the change order.

BOARD APPROVAL OF GRANT FUND USAGE $20,000 AND OVER					
Grant Name	**Area**	**Item**	**Amount (not greater than)**	**Campus/ Center**	**Comments**
CDC Grant	EMT	Imersive interactive hardwate & software Exspansive library of scenerios	$170,000.00	Grand Island	50% deposit required prior to shipment
ARPA Funds	DSLT	Caterpillar Wheel Loader w/bucket	$39,000.00	Hastings	4 vendors will be contacted for bids
ARPA Funds	DSLT	Case Pums series Tractor 2013 or newer	$78,000.00	Hastings	4 vendors will be contacted for bids
ARPA Funds	DSLT	Mack semi truck 2020 or newer	$100,000.00	Hastings	6 vendors will be contacted for bids
ARPA Funds	DSLT	Caterpillar Wheel Loader 2013 or newer	$39,000.00	Hastings	4 vendors will be contacted for bids
ARPA Funds	DSLT	Light Duty pickup 2010 or newer diesel	$35,000.00	Hastings	6 vendors will be contacted for bids
ARPA Funds	DSLT	Trencher 2010 to 2015 with a ride on track	$60,000.00	Hastings	4 vendors will be contacted for bids
ARPA Funds	HEOT	Caterpillar 725C Articulate dumpe truck	$198,975.00	Hastings	7 vendors will be contacted for bids
ARPA Funds	HEOT	Tandem axle dump truck 2016 or newer	$160,000.00	Hastings	8 vendors will be contacted for bids

RESUME

Name: Matt Strampher

Position: Faculty – Quality Technology

Starting Date: 8/1/2023

Education: Central Community College
                         Associate Degree in Drafting Design and Technology

                         Central Community College
                         Associate Degree in Automotive Technology

Work Experience: 2022-Current
                         Central Community College
                         PT CPR Instructor

                         2017-2021
                         JEO Consulting Group
                         Engineering Technician QA/QC, Drafting

                         2017-2017
                         WDesign Associates
                         Engineering Technician/Drafting

                         2011-2014
                         South Central Bobcat
                         Shop Supervisor/Head Mechanic

RECOMMENDATION:

The College President recommends that Matt Strampher be offered the position of Quality
Technology Faculty in Hastings, effective August 1st, 2023.

RESUME

Name: Bobbi Gustason

Position: Faculty – Nursing

Starting Date: 8/1/2023

Education: Mid-Plains Community College
                         Licensed Practical Nurse

                         Mid-Plains Community College
                         Associate Degree in Nursing

                         Walden University
                         Bachelor's Degree in Nursing Education

                         Walden University
                         Master's Degree in Nursing Education

Work Experience: 2021-Current
                         Mid-Plains Community College
                         Adjunct Clinical Instructor

                         2021-Current
                         Vision Staffing LLC
                         Registered Nurse

                         2020-Current
                         Linden Court
                         Charge RN

                         2018-2020
                         Gothenburg Health
                         Registered Nurse

RECOMMENDATION:

The College President recommends that Bobbi Gustason be offered the position of Nursing
Faculty in Kearney, effective August 1st, 2023.

Registered Sex Offender Policy

~~Any person required by the state of Nebraska to register as a sex offender shall not be permitted to reside in any College residence hall.~~

Registered sex offenders who plan to attend classes at ~~on~~ any location ~~campus~~ of the College must register with the Associate Dean of Students Office or his/her designee ~~a campus counselor~~ within ten (10) days of enrolling or on the first day of class attendance, whichever is earlier. Failure to register within this time frame constitutes a basis for exclusion from the College. The College reserves the right to deny admission or continued enrollment to any student who may create an unreasonable risk of harm to the health, safety, welfare, or prosperity of CCC, members of its community, or themselves. ~~The College reserves the right to deny or place conditions on admissions of applicants, if the College determines that such person represents a safety risk to persons or property.~~ Individuals who are required by the state of Nebraska to register as a sex offender shall also not be permitted to reside in any College residence hall.

Anyone who disagrees with a decision made pursuant to this policy may appeal that decision to the Vice President of Student Success and Enrollment Management ~~Campus President~~, by making a request in writing for review within seven (7) calendar days of the date of any decision made pursuant to this policy.

The Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. Section 1232g does not prevent educational institutions from disclosing information concerning registered sex offenders provided under the Wetterling Act, October 25, 2000, including information made available under the Campus Sex Crimes Preventions Act (CSCPA) 42 U.S.C. 14071(j), amendment (October 28, 2002) to that Act, and as any of the foregoing statutes may from time to time be amended.

Inventory Policy

The College shall maintain an inventory system of fixed assets and annually provide accountability for those items having a cost of at least $10~~5~~,000.00, have a useful life of at least a year, are repairable, and are not considered consumable.

Inventory Procedure

CCC property includes all furniture, equipment, and instruments purchased or otherwise acquired for use by CCC or any of its components or projects. Title to such property belongs to the College as a whole and not to any department to which it has been allotted, unless otherwise agreed and stated in writing at the time of acquisition.

Title to federally purchased equipment may be retained by the federally sponsored agency or vested in the college, depending on the regulations of the agency and the requirements of the research project.

Materials consumed in the day-to-day operation of college are considered supplies and are not managed or accounted for as property, equipment, or any other designation of inventory.

The rules and procedures for the use of CCC property are outlined in Nebraska State Statutes and CCC Board Policies and Procedures.

A.	Acquisition of Property
1.	Purchase of Capital Equipment
a.	By submission of a requisition to Purchasing and the subsequent preparation of a purchase order to a vendor.
b.	Capital vs. Noncapital Equipment
1)	Capitalization of college property is accomplished through screening of Purchase Orders made by the CCC Administrative Services. If an item has an acquisition cost of $5,000 or more, and a useful life in excess of one year, it is considered for capitalization.
2)	Items to be capitalized will be added to the departmental inventory showing department center, date purchased, building, room, cost, item description, and purchase order number.
3)	All capitalized items receive CCC identification numbers.
c.	Non capital Equipment Items
1)	Regardless of the cost, the following items are not capitalized:
i.	Blinds, shades, wall-to-wall carpeting, and similar items.
ii.	Software not purchased in conjunction with related hardware.
iii.	Equipment which is permanently built-in or installed.
iv.	Library books, art, and museum objects.
v.	Cubicle walls, shelving, locker, and trophies
vi.	Repair or replacement parts or components

1

2.   Donations/Gifts

a.   Non-monetary donations and gifts (equipment, land, textiles, manuscripts, etc.) with a value greater than $5,000 that are received from outside sources need to be reported by completing the Gifts in Kind form. The donor must provide a dollar value of the gift when it is donated. If the donor refuses to provide a value, the department/college is responsible for obtaining an appraisal so a value can be established. Donations cannot be valued by CCC staff/faculty. If the value of the donation or gift meets the criteria in the capitalization policy, it will be tagged and capitalized. Departments receiving non-monetary donations directly (not through the Foundation) should provide the Foundation Office the donor contact information, description of the item(s) donated, and value. The Foundation Office will send a letter to the donor acknowledging receipt of the item(s) and thanking them for their generosity.

b.   If the College plans to dispose of the donated property with three (3) years of the date of the donation, IRS requirements related to Form 8282 must be followed. Such disposal may have a negative impact on the charitable income tax deduction claimed by the Donor.

3.   By Transfer

a.   With prior approval from inventory, departments may transfer items for which they no longer have use to another CCC department.

b.   Once approved, fill out the Transfer Form located under College Forms.

B.   Federal Property Management

The following are property management standards for capital equipment (single item with unit acquisition cost greater than $5,000.00) which is Federally-owned.

1.   Records for Federally-owned equipment at CCC will include the following:

a.   A description of the item

b.   The manufacturer's serial number, model number, and CCC's inventory asset tag number

c.   Fund source of equipment, including a Grant account number

d.   "Owner" with whom title is vested, usually a federal agency if possible

e.   Item acquisition date

f.   Information for determining the calculation of Federal participation in cost of item, usually 100%.

g.   Location and condition of equipment and date the information was last reported

h.   Unit acquisition cost of the item

i.   The ultimate disposition data, including the date of disposal.

2.   Equipment owned by the Federal Government is identified to indicate Federal ownership on the equipment inventory data base when purchased with Federal Grand Funds.

3.   A physical inventory of all government –furnished equipment will be taken and results reconciled with equipment records at least once every year. Any differences between physical inspection and accounting records will be pursued to

determine the causes of the difference.

    a.   Inventory will verify the existence of the equipment and make inquiries and observations to determine whether the equipment appears to be currently used.

4.   Any loss, theft, or proposed disposal activity of Federally owned equipment must be reported to the Vice President of Administrative Services immediately after the loss or prior to voluntary disposition.

    a.   Inventory will contact Grants Compliance (GC) department for disposal instruction of such equipment.

    b.   Actual disposition of such equipment will occur within the property standards of OMB Circular A-110, Subpart C.34g, and F.A.R., part 45.

5.   Reporting Procedures for Federally-Owned Equipment

    a.   Annual Inventory Reports

        1)   Once yearly, Grants Compliance will prepare and submit Annual Inventory Reports for contracts, grants, and cooperative agreements where required. These reports will be submitted in accordance with the requirements of the various agencies that provide the Federally-owned equipment.

        2)   Grants Compliance will send out letters to all sub-contractors after September 1 of each year requesting an inventory of equipment be submitted with the next invoice for the sub-contractor.

    b. Final Inventory Reports

        1)   When a final inventory report is required by an agency, Grants Compliance will provide the report to the sponsoring agency.

        2)   The final inventory report will be in a format as prescribed by the sponsor. A cover letter should be attached requesting title to the equipment on the newly-closed account and stating that this is the final report.

        3)   It should be noted that some agencies require negative reports when it is not equipment listed on a specific award.

    c.   Excess Property

        1)   When equipment is no longer needed in the performance of a contract or grant, it should formally be declared as excess property to the sponsoring agency.

        2)   Requests to the sponsor will be in the manner and format as defined by the agency and will be handled in the same manner as equipment purchased with government funds where CCC retains the title.

    d.   Marking Government-Owned Equipment

        1)   Each item of government-titled property should have an inventory identification sticker.

        2)   Each item of government-titled property should have a "Property of the U.S. Government" sticker affixed to it to identify it as government-

owned.

3)   Stickers for equipment will be provided by the Business Office.

4)   Ownership of equipment can be obtained from each contract or grant agreement. Contact the Business Office if there are questions regarding the ownership of the equipment.

C.   Property Management

Departmental property managers are a vital link in the college's property management system. Each department which holds college property must appoint an individual to act as its property manager. Inventory must be kept up-to-date as to the person assigned this duty. Departmental property managers serve as the liaison between the department and the Business Office, and have the specific responsibility of maintaining departmental records as to the exact location of college property and responding to the annual inventory process.

1.   Audits

Annually (March) departmental supervisors are furnished with a listing of all property assigned to their department. A physical inventory inspection is done by each department. A signed copy including any changes must be returned to the Business Office within the time specified on the listing. The Business Office will update the college equipment database. Departments should review listings prior to fiscal year end to ensure assets are properly recorded prior to financial statement audit.

2.   Missing Property

Property that cannot be located must be accounted for by the department. There are several ways to account for missing property:

a.   Produce a copy of a signed Transfer from showing the item was transferred to another college department. Forms are available under College Forms.

b.   Produce a copy of a "Police Report" from the local police departments showing the item reported as stolen.

c.   Attach a letter from the Associate Dean stating that the item cannot be located. Cite specific and valid reasons why the item should be deleted from the inventory listing, this will be reviewed and approved by the Vice-President of Administrative Services prior to deletion from the inventory records.

3.   Tag Memos

a.   Newly purchased departmental equipment in excess of $5,000 must be tagged with a CCC identification number. The Shipping & Receiving Department from the receiving campus will assign this ID tag number and place on the new equipment before it is delivered to the receiving college department.

b.   All pertinent information must be included on the receiving Purchase Order (serial number, manufacturer name, model, building & room number, department cost center, signature of individual that received item in department, and date). This receiving Purchase Order is then sent to the College Business Office for input into the inventory data base and to accounts payable for payment.

4.   Surplus Property Disposal

Surplus Property is defined as property which has been declared excess/surplus to

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the needs of an administrative unit of the college. The disposal of surplus property may be handled in the following manner.

a.   Return to Shipping and Receiving

    1)   Returned excess/surplus property becomes available to any college department. There is no charge to a department for items selected.

    2)   Property not selected for use by the college is then offered for sale to the general public at public auctions, which are held throughout the year as needed.

b.   Transfer

    1)   Departments may transfer excess/surplus property directly to other departments within the college. No exchange of funding will be completed for these transfers. Transfers need to be documented by completing a "Transfer Form" located under College Forms and forward to the Business Office.

    2)   For transfer of surplus college property to non-profit organizations call the Vice President of Administrative Services.

c.   Trade-in

    1)   Departments should note on the purchase requisition or purchase order, when this will be the means of disposing of surplus equipment. Make sure this is noted on the body of the purchase requisition/order. The trade-in will need to be item for item. Please provide the CCC property tag number and/or serial number of the items being traded on the purchase requisition/order.

d.   Sale to General Public

    1)   All excess/surplus property must be offered to College Departments prior to public offering. Individuals may only purchase College excess/surplus property in a publicly competitive environment.

    2)   Departments that chose to turn excess/surplus property into the Shipping and Receiving department as described above. If those items are not recycled, traded, or transferred they will be placed on the next available public auction or silent bids.

    3)   The department may request public sale, via a public formal bid solicitation. This method allows the department to provide a list of potential bidders, if known, for the item. In most instances, an ad is placed in local papers informing the public of the availability and potential sale of the item(s). The Business Office or auctioneer creates a public bid document for disbursal to interested and identified parties. Silent bids are received over a fifteen-day period with the highest responsive bidder being awarded the purchase. All related expenses incurred by the Business Office are deducted from the sale proceeds with the remaining balance transferred to the previous custodial department's designated cost object. Highest bidders on large items are responsible in providing own forklifts for loading and trailers for transportation.

e.   Scrap or Salvage

No department/individual is allowed to remove or take scrap metal off campus, or to any recycler without prior authorization from CCC Business Office.

Departments will be able to retain any proceeds from disposal of scrap metal.

When CCC Campus Departments have scrap metal, including valuable metal, e.g. copper, brass, stainless steel, aluminum, iron, it will be the responsibility of the department to contact CCC Business Office to identify the surplus scrap metal and the proper method of removal. One of the following methods will be authorized:

1)   Local recyclers will be contacted. Arrangements will be made for local recyclers to deliver/pick-up a collection container (bin or box) at a designated departmental site at no charge, if material meets certain criteria.

2)   For Facilities departments to haul scrap to local recyclers, an email is to be sent to CCC Business Office for authorization and must be received prior to disposal of any scrap. All scrap must be transported by a College Vehicle, no personal vehicles are allowed. Personnel taking scrap to local recyclers will be asked by local recyclers to provide college identification and may be subject to being fingerprinted. When scrap is deposited with local recyclers, they will provide CCC Business Office with a description and weight of the materials deposited, a copy of the scale ticket, documentation regarding department/individual from which scrap was received, and vehicle license number.

3)   If it is determined that the scrap metal has no value, or otherwise cannot be sold: the department which generated the scrap will be responsible for its disposal and any cost associated with the removal.

All payments from the recycler must be in the form of a check. Check must be made out to Central Community College, identifying the department on the check, and sent to CCC Accounts Receivable unless part of a business/industry agreement for the College use and recycling of their scrap metal. Upon receipt of the check, the Business Office will then reimburse the department, minus any expenses incurred.

The college reserves the right to dispose of scrap metal by bidding through the Purchasing Department with the approval of the Vice President of Administrative Services.

Departments located off the immediate CCC Campuses may use appropriate dealers in their area. Checks still need to be made out to CCC. Off-campus departments can either mail, or drop off checks (along with the scale ticket including pertinent information) to the CCC Business Office. In the case of potentially hazardous property, disposal will be made with the assistance of the

Environmental Health and Safety Department.

f. Equipment Purchased with Federal Funds
1) The Federal definition of equipment is: tangible nonexpendable personal property including exempt property changed directly to the award having a useful life of more than one year and an original purchase price of
$5,000 or more per unit.

2) CCC retains title of equipment purchased with Federal funds unless the awarding agency notifies CCC of its intent to retain title. The equipment can be used in the project or program for which it was acquired as long as needed after the ending date of the grant or contract.

3) Before using the equipment for other activities or disposing of the equipment, the Grants Office, if the equipment had an original purchase price of $5,000 or more, must be contacted. If appropriate, the Grants Office will assist the department in requesting disposition instructions from the Federal awarding agency. Disposition can include returning the item to the sponsor or compensating the sponsor for the item. Grants Office will assist the department in determining the amount of compensation that needs to be paid to the Federal Agency if the equipment is to be used for other activities.

Civil Rights Policy Statement

Central Community College affirms its commitment to promote the goals of fairness and equity in all aspects of the educational enterprise. All non-employee related policies below are subject to resolution using the Central Community College's Equal Opportunity, Harassment, and Nondiscrimination Procedure. The only employee related policy subject to this procedure is Title IX; all others may be rectified by other policies and procedures for employees.   The Policy and Procedure is applicable regardless of the status of the parties involved, who may be members or non-members of the campus community, students, student organizations, faculty, administrators, and/or staff. The College reserves the right to act on incidents occurring on-campus or off-campus, when the off-campus conduct could have an on-campus impact or impact on the educational mission of the College.

Central Community College adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. Central Community College does not discriminate in its employment practices, or in its educational programs or activities on the basis of sex/gender, race, religion, mental or physical disability, hearing status, personal appearance, color, sex, pregnancy, political affiliation, source of income, place of business, residence, religion, creed, ethnicity, national origin (including ancestry), citizenship status, physical or mental disability (including perceived disability), age, marital status, family responsibilities, sexual orientation, gender identity, gender expression, veteran or military status (including disabled veteran, recently separated veteran, active duty wartime or campaign badge veteran, and Armed Forces Service Medal veteran), predisposing genetic characteristics, domestic violence victim status, or any other protected category applicable under local, state or federal law, including protections for those opposing discrimination or participating in any grievance process on campus, with the Equal Employment Opportunity Commission, or other human rights agencies.

As a recipient of federal financial assistance for education activities, Central Community College is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes [sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status]. Central Community College also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by Central Community College policy. Any member of the campus community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, residential, or social access, opportunities and/or benefits of any member of the Central Community College community on the basis of sex is in violation of the Discriminatory Policy. Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct), in person, by mail, by telephone, by video, or by email, using the contact information listed for the Title IX Coordinator below.

A report may be made at any time (including during non-business hours) online at
https://cm.maxient.com/reportingform.php?CentralCCNeb&layout_id=40

Contact information for reports/concerns:

Individual with Oversight for All Non-Discrimination & Title IX Coordinator:
Dr. Beth Klitz
Vice President of Student Services and Enrollment Management
Location/Address: 4500 63rd St, Columbus, NE 68602
Phone: 402-562-1284
Email: titleixcoordinator@cccneb.edu

A person may also file a complaint with the appropriate federal, state, or local agency within the time frame required by law. Depending upon the nature of the complaint, the appropriate agency may be the federal Equal Employment Opportunity Commission (EEOC), Office for Civil Rights (OCR) of the U.S. Department of Education, the Department of Justice, and/or the appropriate state agency.
Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C.
20202-1100
Customer Service Hotline #: (800) 421-3481
Facsimile: (202) 453-6012
TDD#: (877) 521-2172
Email: OCR@ed.gov
Web: http://www.ed.gov/ocr

Equal Employment Opportunity Commission (EEOC) Contact:
http://www.eeoc.gov/contact/

Nebraska EEOC Contact Information:
State-Level Equal Opportunity Officer
Nebraska Department of
Labor 550 S. 16th Street
P.O. Box 94600
Lincoln, NE 68509-4600
Phone: 402-471-8358
TDD/TTY: 800-833-7352
Email: NDOL.EOComplaints@Nebraska.gov

Within any resolution process related to this policy, Central Community College provides reasonable accommodations to persons with disabilities and religious accommodations, when that accommodation is consistent with state and federal law.

Benefits Policy

Benefit programs shall include, but are not necessarily limited to, health, dental, vision, flexible spending account/health savings account, 125 cafeteria, life insurance, long-term disability, retirement, and leave programs for eligible employees subject to available funding and compliance with federal and state law.

State statute requires the appointment of fiduciaries for administering all employee fringe benefit programs. The Senior Director of Human Resources and Human Resources Benefits Manager shall serve as fiduciaries for all College employee benefit programs. The College's retirement plan may have additional fiduciaries.

Recommendations for changing existing programs shall be submitted to the fiduciaries for their review. Such recommendations shall be submitted to the President for review and appropriate action.

Employee Regulatory and Voluntary~~In-service~~ Training Policy

~~In-service~~ T~~t~~raining shall be defined as faculty and staff development and ~~in-service training~~ shall be designed to enable the participant to perform his/her job responsibilities better than before participating. ~~In-service training shall be a continuous process.~~ Trainings shall be conducted per Federal and State Law or accreditation standards.

Employee Regulatory and Voluntary Training Procedure

Employee Regulatory and Voluntary Training may include, but is not limited to:
- Title IX
- Safety Training
- ADA Americans with Disability Act
- Leadership Training
- Employee Assistance Training
- Emergency Response

Accommodation and Disability Policy
Central Community College is committed to providing equal employment opportunity for qualified individuals with disabilities. Therefore, CCC will provide reasonable accommodation for a qualified individual's disability (as well as to a worker's known limitations related to pregnancy, childbirth, or related medical conditions), unless the accommodation will cause the employer an "undue hardship," where the accommodation is necessary for the employee to perform the essential functions of his or her job.

Accommodation and Disability Procedure
A reasonable accommodation is an adjustment, waiver, change, or modification in CCC's rules, regulations, policies, and/or procedures, which is necessary for a qualified individual with a disability or an individual with known limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation will cause the employer an "undue hardship."

It is CCC's practice to:
1. Ensure that qualified individuals with disabilities are treated in a nondiscriminatory manner in the pre-employment process and that employees with disabilities are treated in a nondiscriminatory manner in all terms, conditions, and privileges of employment.
2. Keep all medical-related information confidential in accordance with the requirements of the ADA.
3. Provide disabled employees and those who have known limitations related to pregnancy, childbirth, or related medical conditions, with reasonable accommodation, where necessary, to enable the employee to perform the essential functions of his or her job, except where such an accommodation would create an undue hardship on CCC.

If an employee believes that they require a reasonable accommodation, they must promptly speak to, write, or otherwise contact the Senior Director of Human Resources, who serves as the ADA Coordinator. Requests should not be made to the employee's supervisor as only Human Resources can approve accommodation requests.

The Human Resources Department will be responsible to obtain and evaluate the relevant medical and job information, work with the employee to identify and evaluate possible reasonable accommodations, and ensure appropriate confidentiality in the process. Each request will be evaluated and based on the circumstances of that particular situation. The employee's participation and cooperation in the reasonable accommodation interactive process will be essential and is required, and may include job-related medical assessments.

When considering a reasonable accommodation request, CCC may take the following into consideration:
1. Is the individual (the subject of the requested accommodation) qualified? Is this individual a person with a disability as defined by law? If the disability is not obvious, has the disability been verified by a reliable third party such as a medical professional? Does the worker have a known limitation related to pregnancy, childbirth, or related medical conditions?

2. Is the request for an accommodation necessary because of the individual's disability or pregnancy? CCC may request a certification from a reliable third party, such as a medical health professional, to substantiate the need for the accommodation.
3. Is the request for accommodation reasonable? Are other more reasonable options available? Would the requested accommodation impose an undue financial and/or administrative burden?
4. Would the requested accommodation require a fundamental alteration in the essential job functions?

An employer is entitled to obtain information that is needed to evaluate if a requested reasonable accommodation may be necessary. If a person's disability/pregnancy related condition and the need for the requested accommodation is obvious or otherwise known to the employer, then the employer may choose to not request any additional information about the requester's disability/pregnancy or the disability-related need for the accommodation. If the disability/pregnancy and/or the need for the accommodation is not obvious, CCC may request reliable disability/pregnancy-related information that (1) is necessary to verify that the person meets the laws definition of disability (*i.e.*, has a physical or mental impairment that substantially limits one or more major life activities) or known limitations related to pregnancy, childbirth, or related medical conditions, (2) describes the needed accommodation, and (3) shows the relationship between the person's disability/pregnancy and the need for the requested accommodation.

CCC may also consider whether or not the request is "reasonable" in terms of the cost and alteration of the job, rules, regulations, policies, and/or procedures. Reasonable accommodation may include, but is not limited to:
- making existing facilities used by employees, readily accessible to and usable by persons with disabilities;
- job restructuring, modifying work schedules, reassignment to a vacant position; and
- acquiring or modifying equipment or devices, adjusting or modifying examinations, training materials, or policies, and providing qualified readers or interpreters.

CCC may decline to make an accommodation when it would be unreasonable, when it would not enable the employee to perform the essential functions of his or her job, when it would present a direct threat to health or safety of self or others, or when it would impose an undue hardship.

Equal Employment Opportunity Policy
Central Community College is an equal opportunity employer and complies with all applicable federal, state, and local fair employment practices laws.

Equal Employment Opportunity Procedure

CCC strictly prohibits and does not tolerate discrimination against employees, applicants, or any other covered persons because of race, color, religion, creed, national origin or ancestry, ethnicity, sex (including gender, pregnancy, sexual orientation, and gender identity), age, physical or mental disability, citizenship, past, current, or prospective service in the uniformed services, genetic information, or any other characteristic protected under applicable federal, state, or local law.

All CCC employees, other workers, and representatives are prohibited from engaging in unlawful discrimination during all terms and conditions of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits, and termination of employment.

CCC complies with the Americans with Disabilities Act ("ADA"), as amended by the ADA Amendments Act, and all applicable state or local law. Consistent with those requirements, CCC will reasonably accommodate qualified individuals with a disability if such accommodation would allow the individual to perform the essential functions of the job, unless doing so would create an undue hardship. If you believe you need an accommodation, refer to the Accommodation and Disability policy and procedure.

CCC will also, where appropriate, provide reasonable accommodations for an employee's religious beliefs or practices.

CCC complies with the Pregnant Workers Fairness Act ("PWFA") and comparable state law. CCC will provide temporary or reasonable accommodations to qualified pregnant job applicants and employees to accommodate the employee's known limitations related to pregnancy, childbirth, or related medical conditions, unless doing so would create an undue hardship. CCC will not require a qualified employee to take paid or unpaid leave if another reasonable accommodation can be provided. If you believe you need a pregnancy-related accommodation, refer to the Accommodation and Disability policy and procedure.

Complaint Procedure
If an employee is subjected to any conduct that they believe violates this policy, they must promptly speak to, write, or otherwise contact Human Resources as soon as possible after the offending conduct. The complaint should be as detailed as possible, including the names of all individuals involved and any witnesses. If the employee does not receive a satisfactory response, immediately contact the Senior Director of Human Resources. This individual will ensure that a prompt investigation is conducted.

CCC will directly and thoroughly investigate the facts and circumstances of all claims of perceived discrimination and will take prompt corrective action, if appropriate. Additionally, any supervisor who

observes discriminatory conduct must report the conduct to the Senior Director of Human Resources so that an investigation can be made and corrective action taken, if appropriate.

All reports of discrimination will be promptly and thoroughly investigated; if the report is found to be justified, corrective action appropriate to the circumstances will be taken. All reports and information given during an investigation will be treated as confidentially as possible, consistent with the need to conduct a full and fair investigation and to inform those individuals who will be involved in any disciplinary action.

Retaliation
CCC prohibits any form of discipline, reprisal, intimidation, or retaliation for good faith reports or complaints of incidents of discrimination of any kind, pursuing any discrimination claim, or cooperating in related investigations. Any person who makes or participates in such retribution or retaliation, directly or indirectly, will be subject to severe disciplinary measures up to and including discharge from employment.

Harassment Prevention Policy

Central Community College values civility, professionalism, dignity, and respect for each employee. Therefore, any conduct which has the purpose or effect of mistreating, bullying, taunting, intimidating, ridiculing, denigrating, or embarrassing anyone on the basis of any personal trait or characteristic is not acceptable and will not be tolerated.

More specifically, any form of harassment on the job or related to the job including sexual harassment and also including harassment on the basis of race, ethnicity, religion, pregnancy, age, disability, sexual orientation, gender identity, marital status, military/veteran status, genetic information, or any other personal trait or characteristic, is prohibited and may result in disciplinary measures up to and including discharge from employment. CCC also prohibits any form of harassment by or against other persons (including customers, vendors, and visitors) who interact with CCC in any capacity.

Harassment Prevention Procedure

Harassment is broadly defined to include any conduct which has the purpose or effect of mistreating, bullying, taunting, intimidating, ridiculing, denigrating, or embarrassing anyone on the basis of any personal trait or characteristic. It includes inappropriate conduct which tends to equate a person's worth to their personal trait or characteristic, including their gender, race, nationality, religion, age, disability, sexual orientation, or gender identity, rather than their ability to perform their jobs and contribute to CCC's success. Without limiting the breadth of this definition, harassment specifically includes sexual harassment, which is defined by federal law as follows:

> "Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment."

Prohibited acts of sexual harassment can take various forms ranging from subtle pressure for sexual activity to physical assault. Examples of some of the kinds of conduct included in the definition of sexual harassment are:

- Sexual relations, sexual contact, or threats or intimation of sexual relations or sexual contact which are not welcome and freely and mutually agreeable to both parties; and
- Continual or repeated remarks with sexual implications, placing sexually suggestive objects or pictures in the work area, or propositions of a sexual nature; or
- Threats or insinuations that the person's employment, wages, promotional opportunities, job assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances, or promises or insinuations that any conditions of employment may be favorably affected by submitting to sexual advances.

Harassment on the basis of any other factor, such as race, nationality, age, religion, disability, sexual orientation, gender identity, veteran status, marital status, any other personal characteristic is also

prohibited. Any conduct which could be offensive and create an intimidating, hostile, or offensive working environment on the basis of one of these factors is improper and is prohibited. This could include, for example, racial epithets, religious jokes, age-related comments, and references to cultural stereotypes.

What is or is not offensive must be viewed from the perspective of the victim. The harasser's harmless intent is irrelevant. Additionally, the fact that no objection is voiced or the other person seems to be "going along" does not mean the conduct is acceptable.

CCC's harassment policy is intended to be broader than what is required by the law. For this reason, any harassing behavior, even if not based upon someone's membership in a protected class, is prohibited and will be dealt with in accordance with this policy.

Complaint Procedure
Any employee who believes that they have been harassed by a supervisor, coworker, customer, student, vendor, or any other person interacting with CCC; or if an employee is subjected to any conduct that they believe violates this policy, must promptly speak to, write, or otherwise contact Human Resources as soon as possible after the offending conduct. The complaint should be as detailed as possible, including the names of all individuals involved and any witnesses. If the employee does not receive a satisfactory response, immediately contact the Senior Director of Human Resources. This individual will ensure that a prompt investigation is conducted.

CCC will directly and thoroughly investigate the facts and circumstances of all claims of perceived discrimination and will take prompt corrective action, if appropriate. Additionally, any supervisor who observes discriminatory conduct must report the conduct to the Senior Director of Human Resources so that an investigation can be made and corrective action taken, if appropriate.

All reports of harassment will be promptly and thoroughly investigated; if the report is found to be justified, corrective action appropriate to the circumstances will be taken. All reports and information given during an investigation will be treated as confidentially as possible, consistent with the need to conduct a full and fair investigation and to inform those individuals who will be involved in any disciplinary action.

Retaliation
CCC prohibits any form of discipline, reprisal, intimidation, or retaliation for good faith reports or complaints of incidents of discrimination of any kind, pursuing any discrimination claim, or cooperating in related investigations. Any person who makes or participates in such retribution or retaliation, directly or indirectly, will be subject to severe disciplinary measures up to and including discharge from employment.

Prevention
Every employee is empowered and encouraged by CCC to protect our culture and be part of the solution to stop and prevent harassment. It is therefore entirely appropriate for a bystander who witnesses anyone engaging in the harassment of another to politely, but firmly, tell that person that their conduct is inappropriate and should stop. It is likewise entirely appropriate for the bystander to report the harasser's conduct to Human Resources.

Awards Policy

The College in compliance with Neb. Rev. Stat. § 13-2203 (3) hereby sets the following dollar limits for awards given to elected or appointed officials, employees, or volunteers, including persons serving on local government boards or commissions:

A.   Recognition or service awards (such as plaques, pictures, frames/certificates, 5, 10, 15, and 20 year service awards) shall not exceed $120.00 per individual for each award.

B.   25, 30, 35, 40, 45, and 50 year service awards shall not exceed $240.00 per individual award.

C.   CCC clothing apparel shall not exceed $45.00 per individual (one item per individual is recommended).

D.   CCC promotional items such as pens, key chains, flashlights, clocks, bags, notebooks, etc., shall not exceed $15.00 each per individual.

This policy shall not be amended more than once in any twelve-month period.

Background Check Policy

The College shall conduct background checks on all full-time employees, part-time employees (including work study students), and applicants (including internals) who are finalists for full-time positions with the College. The College reserves the right to request a background check on an employee at any time.

Background Check Procedure

The Human Resources Hiring Manager (or designee) will order and evaluate all background checks. The Senior Director of Human Resources shall make the final decision on any background check.

The minimum requirement for all background checks shall be:
A.   No felony convictions (where the court's jurisdiction is pending, continuing, or ended less than seven years ago) for a crime involving weapons, drugs, violence, theft, robbery, burglary, terroristic threats, or sexual offences.
B.   No misdemeanor convictions (where court jurisdiction is pending, continuing, or ended less than five years ago) for a crime involving weapons, drugs, violence, theft, robbery, burglary, terroristic threats, or sexual offenses.
C.   Convictions are evaluated on a case by case basis. The following criteria shall be used in reviewing criminal background information as a disqualifier from employment:
      1.   Nature and gravity of offense
      2.   Time since the offense, conduct, and/or completion of the sentence
      3.   Nature of the job held or sought

Background checks shall include a federal, state, and county criminal record search for felony and misdemeanor criminal convictions, found active wants and warrants, found protection orders, social security number trace, Global Watch, and the National Sex Offender Registry. The Nebraska State Elder and Child Abuse Registries shall be used when required by the program area. Central Community College may also require additional background searches for specific positions to include but not limited to motor vehicle report, credit history, employment/education verification, reference checks, workers compensation, and/or drug testing.

The College shall contract with an outside vendor to complete background checks.

New employees must have a completed background check no earlier than sixty days prior to start date. Completed background checks receiving approval for involvement with Central Community College are valid for two years from the date that the report is ordered. After two years, all employees will undergo ongoing screening.

Information generated from the background check may impact the employee's employment status in his/her current position, as well as, eligibility for employment in a new position. Additionally, falsification of information is grounds for termination from an employee's existing position and denial

of employment for the new position.

Failure to comply with the procedure will be considered a failure to meet the minimum requirements. This includes, but is not limited to, failure to sign the Applicant Release Authorization/Ongoing Authorization.

Banking Policy

The President and the Vice President of Administrative Services are authorized to:

A.   Establish necessary accounts for the College. Accounts are to be established within the 25-counties in the service area of the College.

B.   Purchase investments or to use savings accounts and negotiate rates for the determined cash available that is not necessary to meet current cash flow requirements. The purchase of investments or establishment of savings accounts shall be with the banks within the 25-counties in the service area of the College paying the highest interest rate within one-half of one percent variation at the time negotiated.

C.   Establish petty cash and change funds within the College and to determine and implement cash processing guidelines.

Building Naming Policy

Naming and/or changing the name of a building or capital facility recognizing a person, requires approval by the College Board of Governors.

Building Naming Procedure

A.   Criteria for Naming
1.   Naming in Recognition of Distinction
From time to time the College may want to honor the extraordinary, distinguished contributions of individuals to humanity, to the United States, to Nebraska, to the College's twenty-five county area, or to the College.

When a significant area or building is proposed to be named for an individual associated with the College, it is recommended that a period of not less than three years shall have lapsed between the end of the individual's service to the College and a naming proposal.

If a building, room, significant area, or program is to be named in recognition of outstanding service, the President shall determine whether the person is worthy of the honor, whether the recommendation has the support of the occupants of the building or users of the area, as well as the support of the College community, before making a recommendation to the Board of Governors for approval.

2.   Naming in Recognition of Financial Support
For naming in recognition of financial gifts, the donor will be expected to provide all or a substantial part of the cost of the entity. "Substantial" is deemed to mean either a significant majority of the cost (51%) or a contribution which, while not being a significant majority, would not have been available from another source or was in some way integral to project completion. A guide for naming may be based on cost of area per square foot with appropriate adjustments based
on visibility of space to be named and other considerations.

Donors may be individuals, families, organizations, foundations, or corporations.

The President may request an exception to the College policy requiring 51% contribution of construction cost in order to have naming recognition for a building.

In establishing objectives for a fundraising campaign, the department securing the funds, in consultation with the President and the Executive Director of the Central Community College Foundation, shall establish a schedule of naming opportunities and the level of donation required for each. The Executive Director of the Foundation shall consult with departments to advise whether the gift levels are appropriate and consistent with others on campus.

B.   General Provisions
    1.   No naming will be approved or (once approved) sustained that will call into serious question the public's respect of the College.
    2.   Names of facilities or areas should lend prestige to the College and to staff, students, and community. The credentials, character, and reputation of each individual, organization, or corporation for whom the naming of a building is being considered shall be carefully accompanied by supporting documentation.
    3.   When a building or significant area has been named, the College shall continue to use the name so long as the building or area remains in use and serves its original function. When the use has changed such that it must be demolished, substantially renovated, or rebuilt, the College may retain the use of the name, name another comparable room or facility, or discontinue the use of the name.
    4.   It is the responsibility of individuals negotiating on behalf of the College to advise potential benefactors that their gift may be recognized by naming, subject to approvals and decisions consistent with this policy.

C.   Approvals
    1.   All proposals for naming will be forwarded to the President who shall make a determination whether the proposed naming conforms to this policy, is otherwise appropriate, and is of sufficient merit.
    2.   The College's Board of Governors shall consider for approval the naming of buildings, substantial areas or significant landscape features. The Board shall also approve the schedule of naming opportunities and the level of donation required for each upon the launching of a capital campaign on campus.
    3.   Commitments made prior to adoption of this policy shall be honored.

D.   Naming Conventions
    1.   A uniform system of signing shall be adopted by location.
    2.   Buildings and areas shall have names that include their primary function:
        a.   Special use buildings or areas such as an auditorium, physical education center, health center, or such, may bear the functional name separately or in combination with the person's name (e.g. "Gunderson Health Center," "Kondos Gallery")
        b.   Outdoor areas shall bear the name of the individual and a functional description (e.g. "Parnell Drive")
    3.   Plaques and signage should be tasteful, discrete, and consistent with other campus signage.
    4.   The naming of a building to honor an individual shall use the surname only, as in "Raef Hall" and "Rodda Hall." In the case of corporations or businesses, the College shall use a shortened name sufficient to recognize the business (as in "Hynix Hall"). The reason for this convention is to ensure that the use of the new name becomes commonplace within the lexicon of the College and minimize exterior lettering, listings in directories, mailing addresses, and the like.

College Vehicles Policy

Vehicles are to be driven only by College employees who possess a current driver's license/permit(s). Vehicles are to be checked out on a trip basis with one exception: The President is authorized to assign vehicles to staff whose work assignments are on a continuous basis. Vehicles are to be used only for College-related business.

College Vehicles Procedure

A.   Charge and Replacement Schedule
Vehicle charges shall be based upon the actual miles driven. Odometer readings shall be recorded when checking out and returning the College fleet vehicle. Employees who are provided with a College vehicle on a continuous basis shall not use the vehicle for personal use except when commuting to and from work. Odometer readings will be taken at a minimum of once each month.

A requisition listing charge tickets shall be submitted to the Purchasing Department once each month. Charges are determined by government approved rates and provided by Purchasing. Current rates are:

Cars or minivans	Replaced at 100,000 miles
Suburbans or large vans	Replaced at 125,000-150,000 miles
15 passenger minibus	Replaced at 150,000 miles

B.   Driving College Vehicles
1.   Driving Requirements
Drivers must be:
a.   An employee of the College.
b.   A currently licensed driver. Driving records may be checked annually by the Vice President of Administrative Services. Employees convicted of DUI, 3 speeding tickets in the past 5 years, or similar violations may lose the privilege to drive College vehicles.
c.   At least 18 years old for driving on-campus and local trips. At least 21 years old for driving on off-campus business trips.
d.   Drivers should turn in a manifest, in the college's software, of all passengers prior to leaving for their trip

2.   Driver Responsibilities
Drivers shall:
a.   Pay for locksmith fees, other expenses related to lost keys, speeding tickets, and/or traffic violations received while driving College vehicles and report violations to the Facilities Management Director.
b.   Report all accidents immediately (or within 24 hours if the situation prohibits immediate contact). A list of names and phone number of emergency contacts is kept in the glove box of the vehicle.
c.   Ensure all occupants of the vehicle wear seat and lap belts.

d. Use College vehicles for official use only. State law prohibits using College vehicles for personal business. Mileage deemed "in excess" of the direct route shall be billed to the employee at the current mileage rate per mile.

e. Include the license plate number and the odometer reading on all College credit card receipts for vehicle-related expenses and place the receipt in the vehicle packet prior to returning the vehicle.

f. Obey all traffic laws and operate College vehicles in a safe and courteous manner. Drivers shall not operate a College vehicle while using a cell phone, wearing headsets, using other devises that may distract the driver, or while under the influence of alcohol or drugs. In addition, use of tobacco or tobacco products is not permitted in College vehicles

g. Vehicle Occupancy: Occupancy is limited to the manufacturer's assigned seating capacity.

h. Weather Restrictions: Always obey the posted speed limit, and reduce your speed as needed based on road or weather conditions. Remember that 15-passenger vans require additional braking time and cannot handle abrupt maneuvers the way cars can

i. Seat Belt Requirements: The driver and all passengers must wear seat belts at all times while the vehicle is in operation.

j. Return the fleet vehicle after the trip.

3. Returning Fleet Vehicle
    Upon returning to campus, drivers shall:
    a. Park the vehicle in the motor pool parking areas to ensure there is time to service the vehicle for the next scheduled user.
    b. Complete the checkout form, noting any problems or malfunctions with the vehicle.
    c. Remove all trash from the vehicle.
    d. If returning a vehicle after regular hours, drivers should follow the directions below for their respective campus:
        1) Place the keys in the vehicle packet, place under the driver's seat, and lock the vehicle. (Grand Island).
        2) Place the keys in the vehicle packet, lock the vehicle, and drop the packet in the drop slot. (Columbus; Hastings Campus – inside the Polk Building)

C. Training and Operations of 15-Passenger Mini-Buses:

1. Training:
    a. A 15-Passenger Mini-Bus Driver Safety Orientation Program is conducted jointly by the Facilities Management, and training through BizLibrary. Successful completion of the course is required before a new driver may be issued a 15-passenger Mini-Bus. The course goal is to familiarize drivers with this policy.

    b. After successful completion of the on-line course, an initial driving experience will be conducted by the Facility's Management Director or designee to further familiarize employee with the characteristics of 15-passenger Mini-Buses including proper backing, braking, obstacle avoidance, and return-to-road techniques.

2. Operating Restrictions:

    a. Distance and Hours Restrictions: No 15-Passenger Mini-Bus may be operated for more than four hours between the hours of 10:00 pm and 7:00 am for any continuous trip. A continuous trip is defined as the point of origin to the final destination.

    b. Load Evenly: Passengers will be disbursed evenly through the seating area. The roof will not be used for storage for any purpose. Keep luggage on the floor if at all possible.

    c. No Towing: 15-Passenger Mini-Buses may never tow a trailer.

3. Drivers:

Drivers must successfully complete the 15-Passenger Mini-Bus Orientation Program before driving a CCC 15-Passenger Mini-Bus. Mini-Bus reservations will not be made for anyone who has not completed the 15-Passenger Mini-Bus Orientation Program.

The CCC 15-Passenger Mini-Bus Orientation program consists of two parts. To participate, the prospective driver must meet the requirements outlined in this policy, and they must contact the Facilities Management Director of their respective campus to be added to the list of authorized drivers

    a. Visual Inspection Before Use: Prior to use, drivers are responsible for making a visual inspection of the mirrors, tires and other safety equipment of the vehicle.

    b. Safety Equipment: As with all other College vehicles 15-passenger vans will be checked regularly for tire wear and serviceability of all safety equipment.

    c. Unsafe Operating Conditions: The Campus President / Administrator in conjunction with the Facilities Management Director are responsible for determining if alternatives to 15-Passenger Mini-Bus travel exist and when driving conditions are unsafe for a 15-Passenger Mini-Bus to be used.

Additional Compensation Policy

A College employee shall be paid only one time for an assigned work period regardless of the source of funding.

Additional Compensation Procedure

If an employee is compensated for participating in/conducting a workshop, teaching a class, consulting, or other activities during a normal assigned work period for which regular compensation is paid, said employee shall take vacation time or leave without pay. An approved leave request must be on file. An appropriate schedule change may be made with approval of the appropriate dean or supervisor for contracted employees.

See jury duty or military leave for other consideration.

Defensive Use of Force by College Employees Policy

A.   Use of Force
        The College discourages the use of force by College employees. Employees, when confronted
        with a threat to themselves, to others, or to College property, should consider every alternative
        to the use of force, including retreat, whenever possible.

B.   Use of Force in Self-Protection
        The use of force by an employee toward another individual may be justifiable when the
        employee believes that such force is immediately necessary to protect himself/herself from
        serious bodily injury caused by the actions of another. The use of force is not justified if the
        employee knows the necessity of using force can be avoided with safety by retreating, or by
        complying with a demand. The employee shall abstain from any action in which he/she has no
        responsibility.

C.   Use of Force for the Protection of Others
        A College employee may use force on another individual for the protection of a third party
        under circumstances such that the third party would be justified to use force for self-protection
        as described in the previous paragraph and the employee believes that intervention is necessary
        for the protection of the third party. The employee shall not be obligated to retreat, or to
        comply with a demand before using force, unless the employee believes the complete safety of
        the third party is assured. If the safety of the third party can be assured if the third party
        retreats, the employee shall try to cause the third party to retreat prior to using force.

D.   Use of Force for Protection of Property
        The use of force toward another person is inappropriate merely to protect the property of the
        College, including property of employees and students. If an individual appears to be damaging
        or about to damage College property, or property of employees or a student, and the person
        cannot be persuaded to cease their destructive behavior, law enforcement should be notified
        immediately.

E.   Use of Force – Justification
        Use of force may be justified to avoid harm to an employee or to another if the harm sought to
        be avoided by such conduct is greater than the harm sought to be prevented. Use of force must
        not be used if an employee was reckless or negligent in bringing about the situation.

Any threat of violence should be reported to local law enforcement immediately.

Emeritus Employee Policy

Retired employees in good standing who have served Central Community College for a minimum of twelve (12) years, may refer to themselves as an Emeritus employee by title in public. Examples would be: College President Emeritus, Political Science Instructor Emeritus, Facilities Director Emeritus, etc.

The College may extend the following privileges to Emeritus employees:
A.   Emeritus employees are to have permanent library privileges.
B.   Emeritus employees may continue to use audio-visual equipment and other educational media, including copier facilities, at cost.
C.   Emeritus employees are to be issued a pass from the appropriate Vice President/Dean. It shall admit that person and spouse to all College events.
D.   Emeritus employees are to be invited to all College functions, such as special dinners, employee events, and commencement exercises.
E.   Under certain conditions, Emeritus employees shall continue to receive mail at the College and to use the College mailing address as a professional courtesy.

Upon recommendation of the College Cabinet, the President, with the approval of the Board of Governors, may grant the title of "Distinguished Emeritus" to retired employees in good standing who have served Central Community College for a minimum of twelve (12) years.

The College may extend the following additional privileges to Distinguished Emeritus employees:
A.   Distinguished Emeritus employees will have their names listed on a plaque displayed in the board room.
B.   Distinguished Emeritus employees will be recognized at a ceremony at the campus or location where they served.
C.   Distinguished Emeritus employees will receive business cards with their status listed.
D.   Distinguished Emeritus employees with receive a recognition plaque.

Employees who were recognized as Emeritus Employees under the policy existing prior to the approval of this revision shall have their status changed to Distinguished Emeritus.

Employee Safety and Health Policy

Employees shall comply with all safety and health requirements established by the College or by federal, state, or local law.

Employment Policy

The Board of Governors and Administrative officers of the College retain the right, in accordance with applicable laws and regulations, (a) to hire, promote, transfer, assign, and retain employees in positions within the College, and to suspend, demote, discharge, or take employee disciplinary action, (b) to direct college employees in maintaining the efficiency of the operations of the College and to determine the methods, means, and personnel by which such operations are to be conducted, and (c) to take necessary actions to carry out the mission of the College in situations of emergency.

Employment Procedure

Faculty
Faculty contracts shall be governed by Neb. Rev. Stat. §85-1528, as the same may from time to time be amended.

A.   Negotiated Agreement
      Items listed in the Faculty's Negotiated Agreement shall supersede the corresponding items listed in College procedures.

B.   Workload
      Full-time faculty shall use the Workload Document.

C.   Workspace
      Each campus shall make a reasonable effort (based upon budgetary and facility limitations) to honor faculty requests for adequate non-instructional workspace.

Equipment Breakage/Loss Policy

Students and staff are responsible for the breakage and/or loss of any College supplies or equipment assigned to them when it is apparent that the breakage and/or loss resulted from the neglect or carelessness on the part of the student or staff. College personnel are expected to exercise reasonable care in the use of College-owned equipment.

Ethics and Responsibilities for College Employees Policy

Faculty and staff (herein referenced as "employees") shall adhere to ethical standards of professional conduct and act in a manner consistent with the College's mission and core values.

Ethics and Responsibilities for College Employees Procedure

Ethical standards should be reflected both in the work product of each employee, and in each employee's interactions with students, colleagues, customers, and clients of their work. It is the obligation of each College employee to make a good faith effort to understand these standards and to conduct themselves accordingly.

A.   Professional conduct
Employees shall conscientiously and professionally fulfill their assigned responsibilities relative to faculty, students, colleagues, customers, and clients. They will meet reasonable standards of work quality and quantity, as established by their supervisor. They will act with honesty and integrity in all matters related to their employment. When fulfilling workplace responsibilities in supervision of other faculty or staff, supervisors shall demonstrate professional conduct through both instruction and example. All employees shall support intellectual freedom among all members of the College. For example:
1.   Employees shall report to work free of influence of alcohol and drugs that may impair their performance and able to perform their work in a safe manner.
2.   Employees shall maintain regular attendance and provide an acceptable quantity and quality of work.
3.   Employees shall refrain from unauthorized use of work effort or resources for non- College business.
4.   Where appropriate, employees shall promote and protect diversity of opinion in the workplace, in support of intellectual freedom.
5.   Supervisors shall be responsible to encourage the intellectual and professional growth of employees for whom they have supervisory responsibility.
6.   Employees shall disclose and manage any real or reasonably perceived conflicts of interest, so as not to interfere with objective judgment.

B.   Equality
Employees shall treat members of the College community equitability. For example:
1.   Supervisors shall be held accountable for equality related to those employees for whom they have supervisory responsibility, and shall carry out their supervisory responsibilities consistent with the standards outlined in this policy.
2.   The equitable treatment of employees shall be based upon consideration of the relevant facts and circumstances to the individual situations, which may lead to differences in treatment based upon these factors.

C.   Civility
Employees shall treat members of the College community with dignity and respect. Employees

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must not engage in, nor permit incivility in or affecting the workplace or classroom. For example:

1. Employees shall respect the diversity of individuals in the workplace and respect the differences among them.
2. Employees shall not use threatening, intimidating, or abusive language, or otherwise engage in conduct and/or abuse of power that creates a hostile environment that interferes with work of the unit.
3. Employees will comply with College Policy dealing with violence in the workplace.
4. Supervisors shall establish and maintain standards for collaborative interaction among peers and employees that is characterized by respect, honesty, and service, and will constructively manage conflict as it occurs.

D. Compliance

Supervisory staff shall see that those who report to them are informed about, understand, and comply with laws, regulations, policies, or procedures. Employees shall understand and comply with federal, state, and local laws and regulations related to their duties. Staff are responsible for adherence to College policies and procedures. For example:

1. Employees shall comply with health and safety regulations and policies, including those governing the reporting of workplace injuries or illnesses, and use of hazardous materials in the workplace.
2. Employees shall comply with College policies governing the use and protection of College resources.
3. Employees shall report any unsafe workplace conditions or practices to appropriate College authorities.

E. Information and data management

Employees shall act with honesty and integrity with respect to information and data management, and will respect the rights and dignity of all College members by keeping confidential information secure, including patient records, student records, library circulation records, and employee personnel, grievance, and medical files. For example:

1. Employees shall refrain from any breach of confidentiality, falsification, fabrication, destruction, inappropriate and/or unacknowledged appropriation, or other misuse of data, and shall report any violations of such to appropriate administrative authority.
2. Supervisors shall be responsible for establishing appropriate safeguards for the information and data under their authority, and to assure their staff members have the ability and expectation to comply with appropriate expectations for the protection and appropriate use of this information.

F. Stewardship

Employees shall exercise integrity and respect in the use of College resources, and will be responsible and accountable for the appropriate use of College equipment, facilities, and all other College assets. For example:

1. Employees shall safeguard College time and property from inappropriate use, appropriation, or abuse.
2. Employees shall not accept money for programs or gifts on behalf of the College or

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as part of their College activities except as prescribed by College policy.

3. Employees shall assure that all funds provided for programs must be spent in ways consistent with the funding documents and in compliance with the guidelines on allowable costs.

4. Employees in charge of budgets shall monitor records of expenditures for compliance with College policies and procedures and will allow these records to be viewed by appropriate parties.

5. Employees are strongly encouraged to report potential financial fraud or other inappropriate use of College assets through their normal line of authority, starting with their supervisor, or anyone above, or, to any financial or Human Resources representative.

Holidays Policy

The following holidays are recognized during the fiscal year for full-time employees and continuous part-time employees:

A.   New Year's Day
B.   Martin Luther King Jr. Day
C.   Memorial Day
D.   Juneteenth Day
E.   Independence Day
F.   Labor Day
G.   Thanksgiving Day
H.   Christmas Day
I.   The business days between Christmas and New Year's

When a recognized holiday falls on a Thursday, the following Friday shall be recognized as a holiday. When a recognized holiday falls on a Tuesday, the preceding Monday shall be recognized as a holiday.

When a paid holiday falls on a Saturday, the previous Friday is recognized as a holiday. When a paid holiday falls on a Sunday, the following Monday is recognized as a holiday.

Holidays Procedure

All full-time staff and continuous part-time employees shall be paid their scheduled hours for each holiday observed by the College.

If an individual is scheduled to work on a holiday

A.   The employee shall be paid their scheduled hours plus actual hours worked; however, if an employee is not normally scheduled to work, no extra compensation shall be paid for that day.
         or
B.   The employee may receive straight pay for the holiday and opt to take another paid day off during the week of the holiday, with supervisor approval.

Immigration Reform & Control Act of 1986 Compliance Policy

All new employees shall be required to present documentation and sign the United States Citizenship and Immigration Service (USCIS) Form I-9 official verification form.

Personnel
Board adopted 11/20/14, amended 5/13/21
Cabinet adopted 4/2/14, amended 6/3/21, amended 5/4/23
Reaffirmed in 2023

Bereavement Leave Policy
Full-time employees are eligible for bereavement leave in the case of death in the family.

Bereavement Leave Procedure
"Immediate family" shall include the following relationships:
- Spouse
- Children
- Parents
- Siblings
- Grandparents
- Grandchildren

This includes the employee's family, family of spouse, family of domestic partners, and step-families. Bereavement leave shall not exceed five (5) days for a death in the "immediate family". If additional time is needed, contact Human Resources to explore options.

"Extended family" shall include the following relationships:
- Uncles/Aunts
- First Cousins
- Nieces/Nephews

This includes the employee's family only (not family of spouses/domestic partners). Bereavement leave shall not exceed three (3) days for a death in the "extended family".

Furthermore, bereavement leave may be granted for attendance at the funeral service of an active employee at the College where there has been a personal friendship. The granting of this bereavement leave is subject to the supervisor's determination that the absence shall not create an interruption in essential workflow or services.

Bereavement leave may be used for pallbearer duties.

Proof of bereavement may be required by the College. Bereavement leave is with pay at the employee's regular rate of pay and shall not exceed more than a total of ten (10) days in a fiscal year.

Bereavement Leave Guideline
Domestic partners are those individuals who meet the following criteria:
- At least nineteen (19) years old and mentally competent to consent to a contract.
- Not legally married to anyone.
- Not related by blood to a degree of closeness that would prohibit legal marriage in Nebraska.
- Have entered into the domestic partner relationship voluntarily and without reservation.
- Are jointly responsible for each other's common welfare and shared financial obligations.
- Have entered into the domestic partnership for more than one year and intend to continue the relationship indefinitely, with the understanding that the relationship can be terminated at any time by either partner.

Family and Medical Leave Act (FMLA) Policy

The College follows the Family and Medical Leave Act of 1993 (FMLA), as amended, and requires strict compliance therewith by providing procedures through which the act can be administered.

Family and Medical Leave Act (FMLA) Procedure

All FMLA leaves shall be arranged through Human Resources following these procedures.

Definitions and leave parameters used in the Family and Medical Leave Act of 1993 (FMLA) shall apply to this procedure and any regulations adopted or amended under the FMLA shall also apply.

A. **General**
    Covered Leave - The College shall grant an eligible employee family and medical leave for up to 12 workweeks during a 12-month period, if the procedures are followed and leave is requested for a qualified reason according to the Family Medical Leave Act:

    1.   For birth of a son or daughter, and to care for the newborn child
    2.   For placement with the employee of a son or daughter for adoption or foster care
    3.   To care for the employee's spouse, son, daughter, or parent with a serious
            health condition
    4.   Because of a serious health condition that makes the employee unable to perform
            the functions of the employee's job
    5.   Because of any qualifying exigency arising out of the fact that the employee's spouse,
            son, daughter, or parent is a military member on covered active duty (or has been
            notified of an impending call or order to covered active-duty status
    6.   To care for a covered servicemember with a serious injury or illness if the employee
            is the spouse, son, daughter, parent, or next of kin of the covered servicemember.

    The right to take leave under FMLA applies equally to male and female employees. A father, as well as a mother, can take family leave for the birth, placement for adoption, or foster care of a child.

    Except in the case of leave to care for a covered servicemember with a serious injury or illness, an eligible employee's FMLA leave entitlement is limited to a total of 12 workweeks of leave during any 12-month period for any one, or more, of the above reasons.

    The 12-Month Period - Available leave shall be calculated by determining the amount of leave used by an employee for the 12 months prior to each day for which FMLA leave is requested and subtracting that number from the total of days equal to 12 workweeks. Employees shall be advised when requesting leave of the amount of FMLA leave they have available. ("rolling" method)

    Spousal Exception - If a husband and wife both work for the College and are eligible for leave, they are only entitled to a combined 12 workweeks of FMLA leave taken for birth, adoption,

foster care, and/or to care for a parent. The 12 weeks shall be calculated in the same manner as leave for an individual employee.

State Law - Some employees are covered by state leave laws different than the federal FMLA. The College shall comply with both laws. Any such leave under state law shall run concurrently with FMLA leave under this procedure.

Intermittent Leave – FMLA leave may be taken intermittently or on a reduced leave schedule under certain circumstances. Intermittent leave is FMLA leave taken in separate blocks of time due to a single qualifying reason. A reduced leave schedule is a leave schedule that reduces an employee's usual number of working hours per workweek, or hours per workday.

When an employee takes FMLA leave on an intermittent or reduced leave schedule basis, the employer must account for the leave using an increment no greater than the shortest period of time that the employer uses to account for use of other forms of leave provided that it is not greater than one hour and provided further that an employee's FMLA leave entitlement may not be reduced by more than the amount of leave actually taken.

For leave during which the expectant mother has a serious health condition in connection with the birth of her child or if the newborn child has a serious health condition, leave may be granted intermittently or on a reduced leave schedule. When leave is taken after the birth of a healthy child or placement of a healthy child for adoption or foster care, an employee may take leave intermittently or on a reduced leave schedule, subject to the College's approval.

Reasonable effort in scheduling the intermittent leave should be taken so as to not unduly disrupt the employer's operations. In all cases of intermittent and reduced schedule leaves, the College reserves the right to require the employee to transfer to another position that better accommodates the employee's need for leave and/or the employer's operations. This decision is in the sole discretion of the College.

Confidentiality - The College shall keep confidential all information relating to requests for family medical leave. This information shall be used only to make decisions in regard to the provisions of this procedure. Supervisors must submit all records to Human Resources and shall not retain any copies in their files.

B. **Eligibility**
An employee is eligible if employed for at least 12 months by the College and has worked at least 1,250 hours during the 12-month period prior to the time leave would begin under this procedure. The College shall make the determination at the time of the leave request.

The College shall use the records of hours worked for all hourly employees. Hours are calculated based upon actual hours worked by the employee, including over-time.

In the case of exempt employees, the College shall assume that anyone employed full-time for seven and one-half (7 ½) months meets the 1,250-hour requirement. Exempt employees who have 12 months of prior service, but less than seven and one-half (7 ½) months full-time

continuous service at the time leave is requested, should include documentation of hours worked with their request.

C. **Procedures for Requesting Leave**
    All requests for family medical leave shall be initiated by contacting Human Resources. After receiving a request for leave, the College shall provide additional information regarding the request for leave, including any additional documents that may be required.

    Foreseeable Leaves - If the need for family or medical leave is foreseeable, the employee must provide notice to the College of not less than 30 days.

    Unforeseeable Leaves - If the need for family or medical leave is not foreseeable, notice must be given by the employee as soon as possible and practicable. Employees are expected to promptly notify Human Resources as soon as they learn of the need for leave. In emergencies, the employee or his/her designee shall contact Human Resources within five (5) business days of the start of the leave.

    Leave extending 10 business days or more must be arranged through Human Resources. The employee shall provide Human Resources the following information: the reason for the leave (general reason, no specific health information), the employee's health care provider's name, address, phone and fax numbers, the start date of the leave, and the estimated return to work date.

    Human Resources shall send a health care provider's statement form regarding the employee's physical condition, as it may affect the employee's return to work, directly to the health care provider provided by the employee at fourteen (14) day intervals. Subsequent forms may be sent less frequently based on the initial certification provided by the health care provider.

    Proof May Be Required - The College may require proof of necessity for family medical leave by a health care provider on forms provided by the College or may require an employee to get a second opinion from an independent medical provider. The College shall select the provider and pay for the second opinion. If the two opinions conflict, a third opinion may be sought from a provider agreed upon by the College and the employee. The third opinion shall be paid for by the College and shall be considered final and binding.

    Scheduling - If the need is for the planned medical treatment of the employee or a family member, or requires intermittent or reduced schedule leave, employees may be required by their supervisor to arrange a particular schedule or to reschedule appointments or treatments, subject to the consent of the health care provider.

D. **Payment**
    Payment while on FMLA leave shall be subject to the following:

    1. FMLA Paid Leave
        If leave is to care for oneself due to a serious medical condition (including pregnancy), leave shall be paid by FMLA paid leave until release by a heath care provider or

exhaustion of the FMLA entitlement, whichever comes earlier.

If released to return to work by a health care provider prior to exhaustion of FMLA entitlement, FMLA paid leave will cease. Vacation, personal days (faculty), or leave without pay may be used for additional days off and shall run concurrent with the FMLA leave up to the exhaustion of FMLA entitlement.

Upon exhaustion of FMLA entitlement, FMLA paid leave will cease in all cases. Any leave taken beyond the FMLA entitlement shall be leave without pay, with no option to use vacation or personal days.

If the leave is covered under worker's compensation, the employee shall be subject to worker's compensation payment, and will not receive paid FMLA from the College.

2. <u>FMLA Unpaid leave</u>
Leave covered by FMLA that are for care of anyone but oneself shall be considered FMLA unpaid leave. Vacation, family illness, personal days (faculty), or leave without pay may be used for the FMLA unpaid leave and shall run concurrent with the FMLA leave, up to the exhaustion of FMLA entitlement.

3. <u>Intermittent Leave related to FMLA</u>
Any intermittent leave taken in relation to a FMLA event shall be subject to the above payment provisions.

In relation to FMLA paid leave, follow-up appointments, rehabilitation, etc. shall be paid if FMLA entitlement has not been exhausted and will be unpaid (with no option to use vacation or personal days) if the entitlement has been exhausted. All intermittent leave shall be arranged through Human Resources.

The above payment methods apply to full-time employees.

Continuous part-time employees: Vacation may be used for FMLA leave and shall run concurrent with the FMLA leave, up to the exhaustion of FMLA entitlement. The remainder of FMLA leave shall be without pay.

Part-time employees: shall take FMLA leave without pay.

An apparent abuse of any FMLA leave may be cause for review by Human Resources as a possible cause for dismissal from employment.

E. **Benefits**
<u>Health Benefits</u> - The College shall maintain the employee's coverage for health benefits, during the leave. The employee is required to continue to pay the employee's portion of any health insurance premiums normally deducted from the employee's paycheck by tendering a check payable to the College and forwarding it to the Vice President of Administrative Services, if not receiving any pay during the pay period. If the employee fails to make the required payments for

health coverage within 30 days after the same became due, health coverage shall be discontinued.

Other Benefits - Other benefits normally provided to an employee shall be provided to the employee only if permitted by the applicable plan document governing the provision of those benefits, in accordance with those provisions, and the employee makes any required co-payments. Employees shall not earn any vacation leave while on unpaid FMLA leave. Employees on an intermittent or reduced schedule leave shall continue to earn vacation.

Reinstatement - The College has the right, upon the employee's return from leave, to refuse to reinstate any benefit or condition of employment that has been discontinued as provided herein.

F.   **Reinstatement**
General - An employee taking leave under this policy shall be returned to the employee's same position or to an equivalent position at the election of the College, unless the employee would have been terminated in the absence of any leave; e.g., layoff, downsizing, or termination of a temporary job. Taking of leave shall not result in any loss of benefits or conditions of employment accrued prior to the beginning of the leave period, except that if the employee is unable to use vacation time because of policy restriction, the College has the option of setting a new deadline for use of accrued vacation.

Key Employee Exception - If an employee has gross income that is within the top 10% of the College's employees within 75 miles of the College's work site during the calendar year in which leave is taken, the College reserves the right not to restore the employee to his or her prior position with the College if the College shall suffer substantial and grievous harm because of the restoration. At the time that leave is granted under this procedure, the College shall inform the employee that the employee is within the top 10% and also explain the possible consequence that restoration may be denied.

If the College determines during the employee's leave that the employee is not to be restored to employment, the employee shall be notified immediately and given the opportunity to return from leave and be restored to his or her position. If the employee does not return from leave, the employee can petition for reinstatement at the end of the leave period and shall be notified, by certified mail, whether the employee shall not be restored because doing so would cause the College substantial and grievous harm. The benefit premiums of a key employee who is not restored shall not be terminated prior to the end of leave and the employee shall not be responsible to the College for such benefits other than the normal employee contribution.

Periodic Reporting - Employees on leave are required to report every four weeks on their status and intent to return. During leave, the College may also require that an employee recertify the medical condition that caused the employee to take leave when the College obtains information that casts doubt on the continuing validity of the employee's original certification, when the employee requests an extension of leave, or when circumstances have changed.

COBRA - When an employee notifies the College that he or she is not returning from leave, the College shall terminate all employee benefits immediately and he or she shall no longer have a

right to restoration to the same or equivalent position. The employee shall be entitled to continuation of health benefits only in accordance with the Consolidated Omnibus Budget Reconciliation Act (COBRA) and the provisions of the health plan provided, however, that any period of continued health benefits shall commence from the day leave commenced.

Repayment of Premiums - Upon receiving notice that the employee is not returning to employment with the College, or should the employee simply fail to return or return to employment with the College for less than 30 days after leave has ended, the employee shall owe the College the cost of all benefits provided during leave.

If an employee does not return to work under circumstances where repayment can be required, the employee must repay all premiums within 30 days after receiving notice from the College of the amount owed. After that time, the matter shall be turned over to collections as a debt, which could result in legal action.

Failure to Return to Work - Employees who fail to return to work after FMLA leave shall be treated as having voluntarily terminated their employment.

Employees and the College have various rights and obligations under FMLA. For further information, contact Human Resources.

Personnel
Board adopted 11/20/14, amended 2/18/16
Cabinet adopted 4/2/14, amended 11/1/18
Reaffirmed in 2023

Illness Leave Policy

Full-time employees are eligible for paid illness leave. Illness leave may be taken for routine health care provider appointments or when the employee is ill.

Illness Leave Procedure

Leave with pay for personal illness is not limited to a particular number of days. Illness leave may be taken for routine health care provider appointments or when the employee is ill. Such appointments or illness for someone other than the employee do not qualify under this procedure.

Illness leave may not be taken for leaves that qualify as, or are related to, a Family Medical Leave Act (FMLA) event, for leave denied under FMLA, workers compensation, or other extended leaves.

An employee who has been under a healthcare provider's care and absent for more than three (3) consecutive business days shall present a written statement from a health care provider prior to returning to work. The statement should not address the specific health issue; just that the employee was unable to work during the time period identified and is able to return to work as of a specific date. Any medical information related to leaves should be sent directly to Human Resources.

An apparent abuse of illness leave may be cause for review by the College as a possible cause for dismissal from employment.

Proof of illness may be required by the College.

Illness leave is not intended as earned time off with pay and shall not be granted as such. Employees are not compensated for illness leave upon termination from employment.

Leave Without Pay Policy

Leave without pay may be granted with acceptable justification and approval of the Senior Director of Human Resources.

Leave Without Pay Procedure

Leave without pay may be granted on an exception basis only after the full-time employee has exhausted his/her vacation or personal day (faculty) leave balance. The employee shall obtain verification from Human Resources that all vacation/personal day leave is exhausted. Leaves without pay shall be made in advance of each absence and becomes effective upon approval of the immediate supervisor and the Senior Director of Human Resources.

Employees on FMLA do not need to obtain the above approvals.

Employees on leave without pay do not accrue vacation and are not paid for holidays unless the leave is taken for a FMLA reason.

Deduction in compensation shall be made for each absence and reflected on the employee's pay stub for the applicable pay period.

Military Leave Policy

Employees who are, or who may become, members of the military shall be afforded all rights provided pursuant to law.

Military Leave Procedure

Military leave is available in accordance with Neb. Rev. Stat. §§55-160 to 55-166 and applicable Federal law.

The College shall pay full-time employee's full salary for up to fifteen (15) business days of military leave during a fiscal year.

Employees who have military leave extending past fifteen (15) business days per fiscal year, the College shall pay difference in salary between military and College, if any.

Orders employees receive from the military, including pay to be received, are to be sent to Human Resources before the leave is taken, or as soon as practical. For scheduled military trainings, orders shall be turned into Human Resources within 5 (five) days of the leave starting. Pay will not be received until orders are turned in.

Professional Leave Policy

Professional leave may be allowed for attendance at educational meetings, seminars, or conferences; provided, said leave does not interfere with the effective pursuit and fulfillment of the employee's responsibility.

Professional Leave Procedure

Professional leave is an activity structured for professional growth and not considered a function that is part of a regular assignment. All out-of-state travel would be requested under this classification and requires a leave request.

The number of days for professional leave should not interfere with the effective pursuit and fulfillment of the employee's responsibilities.

Employees on professional leave are considered to be on duty at all times during the period of leave. The College may limit the number of employees attending the same conference so that maximum benefit may be derived from budgeted funds.

Requests for professional leave must be submitted a minimum of ten (10) days prior to the first day of leave except in emergencies (individuals need protection for Worker's Compensation, liability, etc.). No prepayment of fees, etc., shall be made prior to approval of the leave request.

Professional leave requests must include the reason for the activity, organization, city, and state information.

Sabbatical Leave Policy

After five (5) years of continuous full-time employment, contract, and/or classified staff are eligible to apply for sabbatical leave.

Sabbatical Leave Procedure

"Eligible employees" shall be defined as contracted and classified employees in good standing who have been employed full-time with the College for a period of five (5) continuous years. No more than one sabbatical leave shall be granted to any one individual in each five (5) year period.

The request for sabbatical leave shall set forth in detail plans for the period of absence and the contribution that the planned program should make both to the employee and to the College.

The request for sabbatical leave and the program plan shall be submitted to the employee's immediate supervisor no later than December 1 preceding the contract year for which leave is requested. The applications shall be reviewed by the President and the College Cabinet for recommendation to the College Board of Governors. The criteria for the determination shall include (a) the academic or non-academic program proposed for the leave, (b) value to be received by students, College, and employee, (c) number of years of service and elapsed time since the previous sabbatical leave, and (d) the replacement plans as determined by the applicant's supervisor. In no case shall there be more than two full-time College employees on sabbatical leave during any one period of time.

If a sabbatical leave is granted, the recipient shall file a full report with the President within three months after the employee's return to the College. The report will include a summary of the experience to include how the experience will add value to the College and evidence the objectives set forth in the application have been accomplished.

A qualified replacement, if necessary, must be secured in order for a sabbatical leave to be granted. The procedure of sabbatical leaves may be curtailed if the administration determines that the College cannot financially support them in any given fiscal year.

Employees who have been approved for sabbatical leave shall receive 100% of their base wage/salary for a period of up to six (6) months, or 75% of their base wage/salary for a period of up to one (1) year. Pay shall be remitted to the recipient with each applicable payroll while on sabbatical, beginning with the start of the sabbatical and shall terminate the last day of the sabbatical.

All applicable benefits shall remain in effect including retirement match. An employee shall not accrue vacation during a sabbatical leave and shall not be eligible for funds through the College individual development program. In the event the employee selects to take a sabbatical for one (1) year, any benefits based upon salary will use the pro-rated salary in calculating the benefit.

In cases where the employee's sabbatical leave provides outside employment if (a) the remuneration

is not greater than the employee's salary (based on the time period of the sabbatical), the sabbatical pay shall be reduced by that amount; or (b) if the remuneration is greater than the College's annual salary (based on the time period of the sabbatical) the College payment shall be eliminated. In either case benefits as stated above shall remain in place.

An employee on sabbatical leave shall receive such annual increases as if he/she had remained in active service.

If the employee voluntarily (as determined by the President) breaches the sabbatical agreement, then such salary and benefit payments shall cease and all previous payments made by the College during the sabbatical shall be repaid by the employee to the College. Involuntary interruptions (as determined by the President) of the sabbatical leave shall not affect the compensation to be paid the employee under the terms of the sabbatical leave.

The recipient of a sabbatical leave shall enter into a contract with the College which shall provide that the employee will:

A.   Return to the College at the same or comparable position for a minimum of two years, or
B.   Will refund all compensation and premiums for benefits received from the College in case the employee does not return at the expiration of the leave or does not complete the two-year agreement.

Repayment shall be made within 12 months of the termination of the sabbatical. All monies owed that are past 30 days shall be charged a finance fee of 1.5 % per month on the unpaid balance.

Personnel
Board adopted 11/20/14, amended 12/5/19
Cabinet adopted 4/2/14, amended 12/5/19
Reaffirmed in 2023

Vacation Leave Policy

Full-time exempt staff on 260-day contracts shall accrue one and one-half days of vacation leave per month. After five years of continuous full-time employment, two (2) additional vacation days shall be accrued per year. After ten years of continuous full-time employment, five (5) vacation days shall be accrued per year. Additional days shall be accrued on service anniversary date.

Full-time hourly staff shall accrue twelve (12) hours of vacation per month. After five years of continuous full-time employment, sixteen (16) additional vacation hours shall be accrued per year. After ten years of continuous full-time employment, forty (40) vacation hours shall be accrued per year. Additional hours shall be accrued on service anniversary date.

Continuous part-time employees shall accrue one (1) weeks worth of vacation per fiscal year.

Contracts less than 260-days and part-time employees receive no vacation leave.

Vacation Leave Procedure

Full time employees:
Vacation leave shall accrue on the first day of the month. Once an employee has accrued the maximum number of days or hours for their respective employee and service year group according to the schedule below, no more vacation leave shall accrue until the employee has used enough days or hours for the accrual on the next month.

Contract Staff			Hourly Staff		
Full-time Service Years	Additional Days	Accrual Limit	Full-time Service Years	Additional Hours	Accrual Limit
0-4	0	36	0-4	0	288
5-9	2	40	5-9	16	320
10+	5*	46	10+	40*	368

 * Includes additional days/hours from the previous category

Movement from one category of service years to another shall occur on the service anniversary date.

At the time of separation or retirement from the College, full-time staff are entitled to receive compensation for accrued vacation leave as of their last actual working day. Employees shall receive their allowable compensation for the balance of their unused vacation on their final paycheck which shall be an amount equal to their daily rate of pay multiplied by the number of days accrued (contract staff) or the hourly rate multiplied by the number of hours accrued (hourly staff). Completion of a leave request shall not be necessary as the final day of employment shall be the actual last working day.

Additionally, accrued vacation shall be paid, as provided above, when a contract or hourly employee changes employment status to part-time or to full-time faculty, or qualifies for the College's LTD benefit.

Personnel
Board adopted 11/20/14, amended 12/5/19
Cabinet adopted 4/2/14, amended 12/5/19
Reaffirmed in 2023

Continuous part-time:
Vacation leave shall accrue annually in July. The accrual limit shall be 40 hours.

At the time of separation from the College, CPT staff are entitled to receive compensation for accrued vacation leave as of their last actual working day. Employees shall receive their allowable compensation for the balance of their unused vacation on their final paycheck which shall be an amount equal to the hourly rate multiplied by the number of hours accrued. Completion of a leave request shall not be necessary as the final day of employment shall be the actual last working day.

If a CPT employee changes employment status to full-time staff, their existing vacation balance will transfer to their new full-time staff balance.

Nepotism Policy

The employment of related persons may be permitted as long as a College employee is not in a position to directly determine or influence the appointment, retention, termination, salary, leave of absence, or other items or conditions of employment of a relative.

In addition, no employee shall be transferred if a conflict of interest results in the reporting relationship as described above.

A "related" for the purpose of this policy is defined as: an employee's father, mother, spouse, child, stepchild, sister, brother, in-laws, or any person who is living in the household of the supervisor and who is related to the employee by blood or marriage.

Performance Evaluations Policy

The College shall conduct performance evaluations to improve employees, ensure growth, promote professional excellence, improve employees' skills, affirm their strengths, and provide a source for personnel decisions.

Performance Evaluations Procedure

A.   Staff Evaluations
Staff shall review their position descriptions annually no later than July 1. Throughout the year, staff shall receive coaching from their supervisor. A variety of coaching tools, approved by the Human Resources division, will be posted internally for supervisor use.

New staff hires and employees transferring to another position shall have a 90-day review conducted at the conclusion of their first 90 days.

B.   Faculty Evaluations
Faculty evaluations are conducted during the spring semester annually.

Faculty members receive a full performance evaluation every three years after they have satisfied the two-year probationary period. Faculty in their two-year probationary period shall receive a full evaluation annually. Upon competition of the probationary period, they will be put into the three-year rotation .

A complete performance evaluation for faculty shall consist of all parts of the evaluation tool including a full self-evaluation (core competencies, essential functions, goals, overall comments tab) and supervisor evaluation (same parts as faculty in evaluation tool and a classroom observation conducted by the supervisor).

During years when a complete evaluation is not conducted, an evaluation shall still be done, but shall consist of one of two partial evaluations. One partial evaluation consists of a partial self-evaluation (goals and overall comments tab) and supervisor evaluation (same parts as faculty in evaluation tool). The other partial evaluation consists of a partial self-evaluation (goals and overall comments tab) and supervisor's evaluation (same parts as faculty in evaluation tool and includes a classroom observation conducted by the faculty's choice of evaluator (peer, faculty resource center, associate dean, or dean).

At the end of the process, faculty 'acknowledge' or 'dispute' their evaluation and can leave a comment. If an evaluation is disputed, it will be sent to the next level up supervisor for their awareness.

Adjunct instructors shall be evaluated every three years. A complete performance evaluation shall consist of the evaluation form.

C.   Additional Evaluations

Additional performance evaluations may be conducted at the discretion of the immediate supervisor in the following circumstances:

1. New staff hires – anytime during the first 90-day period in the position.
2. New faculty hires – anytime through the two-year probationary period.
3. Employees working under a new supervisor – following a 90-day period under the new supervisor.
4. Employees on a performance plan.
5. Upon the request of an employee.

D. Distribution, Collection, and Filing
Human Resources is responsible for the distribution, collection, and filing of employee performance evaluations. The completed evaluations are property of the College and shall be maintained in the employee's personnel file.

Performance Evaluation Guideline

SSOI in Faculty Evaluations:
A. The Student Survey of Instruction (SSOI) is a part of the faculty evaluation process.
B. Supervisors will discuss with faculty the results of the SSOI. This conversation may include how to improve the response rates of students.
C. Supervisors may ask faculty members to bring to the evaluation a summary statement concerning the SSOI results and be ready to discuss them. The supervisor should review the results prior to the meeting as well.
D. References to the discussion and results of the SSOI will be included in the evaluation and hence become part of the faculty members personnel file.
E. The entire printed SSOI will not be included in any faculty members file.

Purchasing Policy

The Purchasing Department is the sole College Department through which acquisitions and transactions are made. Purchasing decisions in awarding College contracts shall be made without prejudice, favoritism, or relationships which could result in a conflict of interest. Decisions shall be made on the merits of the situation, such as vendor compliance with specifications, price, delivery, service, terms, and conditions.

The responsibility to approve all College purchases and contractual agreements is delegated by the Board of Governors to the President:

A.   Any contract for services, lease purchase, item, or group of items that have an actual cost greater than $21,000.00 shall require Board approval before purchase. A list of purchases with a cost between $10,000.00 and $21,000.00 shall be included within the information presented to the Board at each scheduled monthly Board meeting.

B.   Contracts for professional services (e.g. Architectural and Engineering) that have an actual cost greater than $30,000.00 shall require Board approval. A list of contracts with a cost between $10,000.00 and $30,000.00 shall be included within the information presented to the Board at each scheduled monthly meeting.

Should an emergency be declared by the President, the limits set forth in this policy may be waived by the President. A report of any waivers and actions taken shall be provided to the Board at the next scheduled Board of Governor's meeting for ratification and approval.

The President may also authorize, without complying with the requirements specified in this policy, payment to a vendor for an item or service if the item or service is routinely utilized and paid for by the College on an on-going, recurring basis. (Examples of such items and services include but are not limited to payments for utilities, telephone services, rents, maintenance services, payroll and payroll taxes, and costs of employee benefits approved by the Board).

Reduction in Force – Faculty Policy

Neb. Rev. Stat. §§ 85-1528 to 85-1533 constitute the reduction in force policy for Faculty of the College. The specific policy declarations which follow shall not abridge the law of the State of Nebraska nor in any way be contrary to the said law.

Reduction in Force – Faculty Procedure

A.   Before implementing a reduction in force of full-time faculty, the President shall present to the Board of Governors competent, convincing evidence demonstrating that a change of circumstances has occurred with regard to federal, state or area funding, other financial considerations, declines in enrollments in specific programs, and other factors which affect the viability of any course or program. The President may appoint an advisory committee to determine facts and provide recommendations to the President. Any such committee appointed shall act as an advisory group to the President.

B.   Upon the President presenting to the Board of Governors competent evidence of diminution of financial support, program discontinuance, declining enrollments, threatened declining enrollments, or other like changes of circumstances which would necessitate a reduction in force of full-time faculty of the College, the President shall indicate and report to the Board of Governors that such reduction in force shall be from the College as a whole or a particular campus or campuses. If such a reduction in force is to affect only a specific campus, such circumstances must specifically relate to the full-time faculty members from that particular campus. The President shall also present evidence to the Board of Governors that no other full- time teaching vacancies exist on that particular campus on which the reduction in force is recommended.

C.   The President shall present clear evidence to the Board of Governors that in addition to the legitimate need to reduce full-time teaching force on a particular campus, no such openings exist on other campuses or educational facilities operated by the College for which affected employees would be qualified and to which said employees might transfer.

D.   The President shall provide to the Board of Governors evidence that the affected faculty members(s) were given adequate advance notice of the possibility of the reduction in force. In cases where the President has determined the need and extent of reduction in force, he/she should make all reasonable efforts to give at least ninety (90) days notice of the proposed effective date of the termination of employment. The President shall demonstrate to the Board of Governors that reasonable alternatives to reduction in force were considered as were apparent to the President.

E.   When determined by the President with or without consultation with program advisory committee members, reductions in force of full-time faculty shall occur in the following sequence:
   1.   Reduction in faculty members who have advised their supervisor in writing that they are terminating employment at or before the end of the contract year and not

returning.
2.   Reduction in faculty members who have advised their supervisor in writing that they are voluntarily retiring at or before the end of the contract year.

F.   If reduction of full-time faculty members is necessary, the following factors shall be considered, which are not listed in order of priority.
1.   Low full-time equivalent students/faculty ratio at a campus site: below 300 credits for 1.00 REU weighted courses and below 275 credits for 1.50 and 2.00 REU weighted courses.
2.   Length of full-time faculty status.
3.   The most immediate and past evaluations of the relative teaching competencies of each faculty involved.
4.   The program to be offered or program changes in curriculum, consolidation of programs, or elimination of entire programs.
5.   Areas of certification, endorsement, licensure, or level of educational attainment that would be of present or future value to the College.
6.   Special qualifications.
7.   Distribution of individuals who have proven capabilities in "skill areas" (e.g. music, coaching, dramatics, etc.)
8.   State and federal regulations that may mandate certain employment practices.
9.   The service-level impact of reduction of faculty at a particular site when compared to another site.
10.   Regional or programmatic accreditation requirements that may mandate certain employment practices or qualifications.
11.   The organizational and educational effect created by multiple part-time employees.
12.   Any other reasons that are rationally related to the instruction in or administration of the College.
For purposes of reduction in force, performance evaluations shall be based upon the College's evaluation process using the College's standard faculty evaluation forms and processes.

G.   If the President determines a full-time faculty vacancy shall occur in an existing position or that a new position shall be created for which a terminated full-time faculty member has the right to be recalled for, all within the two-year period as provided by law, the President shall advise the faculty member in writing of the availability of such position including approximate start date. The faculty member shall be notified that he/she has ten (10) calendar days from the date of notification to indicate acceptance of the position. Notice shall be sent to the faculty member by regular mail to the last known address as shown in the faculty member's personnel file. Terminated faculty members shall have the responsibility of keeping the College advised as to any change in mailing address.

In the event the recalled faculty member advises the President of acceptance of the appointment, then the President shall prepare the appropriate notice of appointment and send to the faculty member. The faculty member must return the signed notice of appointment to the President within ten (10) calendar days of mailing by the President.

In the event the recalled faculty member fails or neglects to accept the notice of appointment

within ten (10) calendar days, the faculty member shall have waived all rights to recall for that particular position.

H. A recalled faculty member shall upon full-time reappointment retain any benefits which had accrued to such faculty prior to termination, but such leave of absence shall not be considered as a year of employment by the College. A faculty under contract to another educational institution may waive recall, but such waiver shall not deprive the faculty of his or her right to subsequent recall. Full-time reappointed faculty members shall be subject to negotiation and settlement between the reappointed faculty member and College administration.

Signature Authority Policy

The College Board of Governors hereby grants to President, Vice President of Administrative Services, and Purchasing Manager authority to obligate the College, irrespective of the title or designation of the document e.g. "contracts", "agreements", "memorandum of understanding (MOU)", "memorandum of agreement (MOA)", and "purchase orders", and execute the same subject to the policies of the Board of Governors or specific approval of the Board of Governors. No officer, agent, or employee of the College has the authority to sign contracts or other agreements on behalf of the College or any unit, department, campus, or subdivision of the College in the absence of a delegation of authority.

Travel Policy

Use of College vehicles and other reimbursed travel shall be for official College use only.

Reimbursement rate per mile for travel by private auto shall not exceed the mileage rate allowed by IRS regulations.

Reimbursement for Board of Governors shall be at the rate specified in Neb. Rev. Stat. §81-1176, as the same may from time to time be amended.

Travel Procedure

Scope
Central Community College (CCC) may require employees to travel for business. Individuals should conduct their travel with the awareness they are using CCC funds, the vast majority of which are derived from student tuition payments and tax-payer funds. It is our responsibility to be attentive to the reasonable and effective use of the resources provided by our students and their families for their education. CCC will pay for normal, reasonable, and prudent business related expenses incurred by individuals traveling on official CCC business whose purpose is to further the mission of CCC. All travelers are to comply with the travel expense reimbursement policies and procedural requirements.

Purpose
This procedure provides general rules for the appropriate and reasonable expenditure of CCC funds for travel related purposes.

The purpose of these rules are to establish standards and procedures in order to reduce travel costs while complying with Federal and State regulations regarding reimbursement for business expenses. The procedures are designed to ensure consistency and fair treatment for members of the CCC employees and visitors (speakers or candidates) whose travel will be reimbursed or paid for at CCC expense. This procedure applies to all travel regardless of the funding source.

This procedure will assist in the following:
* Identifying reimbursable versus non-reimbursable expenditures.
* Clarifying responsibility for controlling and reporting travel and entertainment costs.
* Identifying required documentation.

Travel expenses incurred while on CCC business will be paid for by the College if the expenses are reasonable, properly approved and documented. College approved travelers who incur such expenses should neither lose nor gain personal funds as a result.

This statement covers reimbursement for necessary business related transportation, lodging, meals, gratuities, tolls, parking, Internet fees, and other college-approved expenses. This also details the documentation required, as well as describing travel advance procedures and the

*Campus is inclusive of all CCC locations and offices.

authorizations needed for reimbursement. Individual campuses, centers and departments may implement more restrictive travel policies. However, the campus, centers and departments will have the sole responsibility of enforcing the more restrictive procedure.

Purchasing Card (PCard)

An employee who frequently travels on college-related business is encouraged to use a College PCard to pay for business and travel expenses. Food while on travel **cannot** be purchased with PCard.

Individuals are personally liable for the expenses until valid receipts are presented for proper reimbursement. Receipts should be held until a statement becomes available and the employee's department should compare the receipts to the statement, reconcile online, and load receipts to the PCard website.

Please note the PCard is not to be used for personal expenditures. If an employee desires a PCard, the individual should contact the PCard Administrator at PCardHelp@cccneb.edu

Reimbursable expenses

Actual reasonable expenses will be reimbursed subject to the limits set forth in these procedures. All requests for reimbursements of travel related expenses must be submitted on properly completed travel form and approved by the budget officer. If the person traveling is the budget officer, supervisor approval is required.

Use of Personal Vehicle

CCC's preference for employees is the use of motor pool vehicles whenever they are available. The use of a privately owned vehicle (POV) is not encouraged. POV reimbursement shall be at the current stated GSA mileage rate at the time of travel and at the discretion of the College.

Use of Public Transportation

The College encourages the use of public transportation whenever possible such as; shuttles, taxi, Uber, Lyft, trolley, rail and bus. Travel to and from airports, hotels, conference centers or meeting facilities can be reimbursed. Additional travel outside of conference/meeting activities will be at the traveler's expense.

- All travel related expenses should be a part of direct CCC business. Travel not directly associated with CCC business will be at the traveler's expense.
- Ride share services, such as Lyft and Uber, require a receipt designating pick-up and drop- off addresses.
    - Wait times will not be reimbursed.
- Tips will be reimbursed at a maximum of 20% of the actual fare.

Mileage Reimbursement

If driving a POV to a location other than your assigned campus***** is required to conduct College business, reimbursement shall be made at the College accepted mileage rate. Mileage traveled from your assigned campus to a secondary campus to perform work for the College

*Campus is inclusive of all CCC locations and offices.

will be reimbursed according to the chart below. If you leave from your home and go directly to a secondary location, the College will reimburse the actual miles traveled utilizing the most direct route, mapped via Google maps, should be included with Travel Reimbursement form.

- Actual mileage from an individual's home to their assigned campus are considered commuting miles and are not reimbursable.
- The purchase of gasoline will not be reimbursed, only actual miles.
- Destination and purpose of travel will be required when requesting reimbursement.
- For two or more people traveling together in the same vehicle, only one person will be reimbursed for mileage.
- See the Purchasing Info site for current mileage reimbursement rates.

The following are the standard mileage totals (roundtrip) from Campus to Campus:

Columbus to:	Grand Island to:	Hastings to:
Grand Island 146	Columbus 146	Grand Island 50
Hastings 195	Hastings 50	Columbus 195
Kearney 240	Kearney 86	Kearney 108
Lexington 310	Lexington 165	Lexington 175
Holdrege 290	Holdrege 145	Holdrege 115
Ord 193	Ord 136	Ord 183
Kearney to:	Holdrege to:	Lexington to:
Grand Island 86	Grand Island 145	Grand Island 165
Hastings 108	Hastings 115	Hastings 175
Columbus 240	Columbus 290	Columbus 310
Holdrege 62	Kearney 62	Holdrege 78
Lexington 69	Lexington 78	Kearney 69
Ord 147	Ord 202	Ord 193

Mileage reimbursement for the College and Campus Presidents may be in the form of a monthly stipend. The amount of the stipend will be reviewed periodically by the College Cabinet and adjusted as appropriate. This benefit is a taxable earning and will be processed with the normal payroll run.

Rental Cars
A rental car authorization form, found on the Employee Center, must be completed and signed by the employee, direct supervisor, and the Vice President of Administrative Services **prior** to the rental car reservation being completed. Automobiles rentals should be limited to situations where other means of transportation are not practical, economical or available. Travelers are required to choose compact or economy cars. The Loss Damage Coverage (LDW) and/or Personal Accident (PAI) or Additional Liability Insurance (ALI) should be declined when renting a car. If a rented vehicle is involved in an accident, the employee must notify the College within 24 hours, in addition to notifying the car rental agency and law enforcement. The College will not provide, pay or reimburse rental car insurance for vehicles used for personal travel. Reimbursable costs include the daily rental fee, gasoline charges, parking and tolls. Original receipts are required for reimbursement.

*Campus is inclusive of all CCC locations and offices.

Note: Travelers should refill gas tanks before returning vehicles. Rental companies levy a charge for refueling, far more than the price of gas. Avoid drop charges by returning the vehicle to the rental location.

Parking

Parking will only be reimbursed at the most economical parking rate. Valet parking will only be reimbursed if no other option is available. Parking should be itemized separately and receipts are required.

Commercial Air Travel

Commercial air travel expense is reimbursed on the basis of the actual cost incurred by the traveler using normally traveled routes. All College approved travel must be at the most economical rates, not first or business class. Travelers are expected to take the least costly fare offered that realistically meets scheduling needs. Booking flights at least 30 days in advance is encouraged to avoid premium airfare pricing. All attempts to be flexible in selection of airlines and flight times are encouraged for expense savings.

Travel agencies in the College area will accept a College PCard. The employee whose name is on the ticket, must use the ticket. If a cancellation is made, there is a penalty charge and in most cases, no refund will be made.

An employee shall not be reimbursed for this expense until after the trip. If an employee books his/her own airfare with a personal credit card and the trip is cancelled by the employee, the employee's bequest, or due to the employee's action/inaction, reimbursement shall **not** be made. The employee traveling, or someone in that department, should make the reservation using their PCard.

Luggage - the College will pay for 1 checked bag and/or 1 carry-on bag when flying and will **not** pay the over-weight rate.
Seat Preference costs will not be reimbursed by the College.

Choosing to drive rather than fly:
1. If an employee receives approval from their supervisor they may opt to drive in which case reimbursement will be paid on actual mileage or equivalent airfare cost, whichever is less.
2. Meal reimbursements will not be paid for the extra days of travel required while driving rather than flying.

Lodging

Federal rates apply unless lodging is procured at a prearranged place such as a hotel where a meeting, conference or training session is held. Travelers are strongly encouraged to use standard accommodations at reasonably priced mid-market hotels or motels. Requests should be made for educational discounts or business traveler's rates. Original itemized hotel receipts are required for reimbursement. The College does not approve accommodations at up market or luxury hotels (Ritz, Four Seasons, etc.) However, an exception is made when a conference,

*Campus is inclusive of all CCC locations and offices.

workshop, or other college business is scheduled at a luxury or upscale hotel. Pre-approval for luxury accommodations is required for reimbursement.

Hotel reservations must be made by the traveler. Payment can be made by PCard if the PCard holder is the traveler. If the traveler does not have a PCard, the reservation may be held using a PCard in the department as long as a requisition is submitted to Purchasing for payment.

> Note: When submitting a requisition for lodging include the following:
> - Name of event, date and location
> - Individual's name
> - Number of days
> - Confirmation number
> - Hotel name, address, and phone number

- When CCC employees attend a conference or activities with students requiring overnight accommodations employees and students will not share hotel rooms.
- Stay prior to a one-day conference or the night prior to a flight is permissible with budget officer approval. If the budget officer is the person traveling, supervisor approval is required.
- Lodging reimbursement requires an original itemized guest receipt attached to the reimbursement form. Credit card receipts alone are not acceptable. If another employee occupied the room, their name must be listed. If the College has prepaid the lodging, an original itemized lodging receipt is still required to be attached to the travel reimbursement.
  - The following expenses will not be reimbursed:
  - non-employees (i.e. family or friends)
  - Food or snacks charged to a room
  - Personal phone calls made and billed on hotel stay
- If College business related phone calls are charged to the hotel bill, the name of the person called must be listed by each phone call in order to be reimbursed.

Conference Registrations
Conference registrations can be made by using a College PCard or by creating a requisition and forwarding the registration information to the Purchasing Department for processing.

- A personal credit card may be used to pay for conference registration. After the conference, reimbursement shall be made upon submission of a travel reimbursement form.
  - Receipt for such payment require the original credit card statement
  - When submitting a travel reimbursement form after the conference, a copy of the completed registration form, an agenda or other documentation showing what expenses the conference registration fee included, must be attached.
- If conference or seminar materials are available for sale at the conference, may be purchased and reimbursement requested. The assigned Budget Officer is required to approve of such purchases and must include an itemized receipt.
- If necessary, an emergency purchase order number can be faxed to the conference headquarters on a registration form to hold a space until a payment can be issued.

International Travel

*Campus is inclusive of all CCC locations and offices.

Approval from the President of the College must be obtained for any travel outside the 48 contiguous states. It is strongly recommended the employee's personal credit card or PCard be used to charge most purchases as the current monetary exchange rate will then be figured automatically on the credit card statement.

Foreign travel guidelines published by the U.S. State Department will be used as reference for maximum allowable hotel and incidental amounts (U.S. State Department "Maximum Travel Per Diem Allowances for Foreign Areas"). Travelers may look up the current allowances for specific destinations at the following internet site: GSA Portal.

Passport issuance fees shall not be reimbursed by the College for employees or students. Passports are valid for a period of ten years and may be used for personal use during the time period.

Entrance visas and departure/exit fees are required by some countries and are issued for a specific time period. Visa fees and departure/exit fees are reimbursable by the College. These fees should be included in the fees for the trip. Employees shall be reimbursed a reasonable amount for photographs required for visa applications. Employees must submit original receipts with the College Travel Reimbursement Form. Foreign exchange rates must be documented by exchange receipts.

Advance Travel Checks
When necessary, an advance of funds may be obtained from Finance Manager for authorized travel purposes, by submitting a properly completed Travel Advance Request at least one week prior to travel. These forms are available on the Purchasing information web site.

Cash advances for airfare and lodging are not allowed; rather airfare and lodging must be prepaid with use of a PCard, prepaid through the Finance department or reimbursed upon return.

1. Travel Advance Checks may be requested by using the Travel Advance Request and Agreement form (available from the College Finance Manager). The minimum request is
$100.00. The request, with an attached list of estimated costs, shall be forwarded to the College Finance Manager in Grand Island at least five working days prior to the day of travel.
2. Upon approval from the College Finance Manager, a voucher shall be created and a check shall be processed. When the voucher is created, this shall establish a receivable account for the individual with the amount of the check processed showing as a debit to the account.
3. When the person returns, they should complete a travel reimbursement form with attached itemized receipts and a check for any difference owed to the College from the advance. Any amount over the advance will be reimbursed through the established procedures proceeding this section.
4. Failure to submit payment of any amount owed to the college within 30 days after return of the trip will result in the College deducting the amount from the

*Campus is inclusive of all CCC locations and offices.

employee's next paycheck.
5.   Special Travel Provisions: The employee's supervisor, Purchasing Department and the Vice President of Administrative Services must be involved in any circumstances not specifically addressed in College procedures.

Meals

CCC will reimburse a traveler for allowable meal and incidental expenses incurred during College- related travel, if the travel is outside of usual job responsibilities. The College provides two distinct methods for reimbursement of meals and incidentals; actual cost and per diem.

1) Individual meal reimbursement shall be based on current GSA per diem rates
   a) For one day travel, the College will pay for actual expenses not to exceed the per diem rate for the meals and require an itemized receipts
   b) Overnight travel - First and last travel day of travel will be paid at 75% of the per diem rate
   c) Reimbursement is based on the city where the conference is located or final destination of travel
2) Meals included with a conference are **not** reimbursable, including those which may be missed due to travel or personal preference
3) Meals for guests are generally prohibited, unless part of a College activity
   a) When paying for meals for guests the following will apply:
      i) reimbursement for actual expenses only, not to exceed the per diem rate
      ii) itemized receipt required
      iii) meal follows the College Meal Guidelines
4) Names of all employees and guests incurring expenses must be listed for reimbursement
5) Consultants and presenters under contract to provide services to the College
   a) Will not be reimbursed for meals while conducting College business
      i) Those expenses shall be considered negotiated as part of their contract
   b) Motel, hotel, and commercial fare expenses are not to be charged to the college unless prior contract agreement was completed
6) In cases where faculty, coaches, or other college personnel are paying for meals for travel of themselves and students, a collective per diem maximum cost is permitted.
   - Itemized receipts required and attached to travel reimbursement form
   - **Actua**l amount of the receipts **up to** the maximum collective per diem for the day will be reimbursed
     Example: 1 coach takes a team of 8 players to a three day tournament
     If per diem were $41.00 per person Collective per day would be calculated as follows: (9 x $41.00 = $369.00) (amount of per diem, per day is for example purposes only)
     First day = $276.75 (75% of per diem for first day travel) maximum
     Second day = $369.00 (full per diem) maximum
     Third day = $276.75 (75% for last day).maximum
   Dates on the receipts of when the meals are purchased is what categorizes which day the reimbursement is associated. Meal Guidelines must be followed and noted.

A copy of the government meal rates must be attached to reimbursement forms, for any city or region other than Nebraska. All rates can be found at: GSA Portal. For a per-meal cost breakdown, click on M & IE Breakdown on the first page of the website located above.

*Campus is inclusive of all CCC locations and offices.

Reimbursement claims for food are reviewed, and employees may be required to justify claims. Questioned claims will not be reimbursed without satisfactory justification.

Note: If reimbursement is requested from grant funds, additional restrictions and limitation may apply as stipulated by the grant. In such cases, refer to the terms and conditions of the grant. Federal regulations prohibit reimbursement of any expenditure for alcoholic beverages with federal funds.

Incidentals

Incidental expenses include fees and tips for persons providing services at the hotel, such as, housekeeping, valet parking, luggage handlers, and any service other than food services. Incidental expenses do not include ground transportation, telephone calls or laundry. Incidentals are paid at the current GSA Per Diem rate daily. Current incidental rate can be found on the GSA Portal website.

Gratuities

For group meals, tips for food service will be reimbursed at 20% (maximum) of the food bill, unless there is a set charge by the restaurant. For individual meals, the tip is considered as part of the per diem meal expense and is expected to not exceed the current GSA Per Diem rate. Taxi tips are not to exceed 20%.

Reimbursement of Travel Expenses for Interviewees

The College retains the right to determine, what, if any, expenses shall be reimbursed under this procedure. The interviewee is responsible for all costs. The campus or department arranging or conducting interviews is responsible for informing interviewees how to file a claim and expenses which may be reimbursed by the College. No charges are to be made directly to the College or a College PCard.

Reimbursement will be considered upon receipt of completed travel reimbursement request form and required receipts. Itemized receipts are required for lodging, air fare, rental cars and meals. The campus or department will provide a travel reimbursement form to the person interviewed along with a self-addressed envelope. Submittals must be received on Campus within 60 days of completed travel. Any request submitted after 60 days will be denied by the College and cannot be waived per State of Nebraska statutory requirements

Expenses considered for repayment may include: Reimbursement of mileage only for travel in excess of 100 miles one way
- Mileage or airfare - which ever option is the lesser of the two options.
  - Mileage will be reimbursed at current GSA rate
  - Miles to be the most direct route as per mileage calculation by Google Maps
  - Air travel will be reimbursed at coach air fare rate.
- Luggage - the College will pay for 1 bag when flying and will not pay the over-weight rate.
- Lodging and food expenses may be paid when distance traveled is in excess of

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      300 miles one way.
- o Actual expense may not exceed current GSA per diem rate.
- o Lodging reimbursement will not exceed two nights.
- Rental cars, shall be reimbursed at the cost of a compact vehicle, taxes, and fuel used. Any excess miles driven or additional cost shall be the responsibility of the interviewee.
  - o The Loss Damage Coverage (LDW) and/or Personal Accident (PAI) or Additional Liability Insurance (ALI) is not a reimbursable expense.

Non Reimbursable

The following categories of expenses are deemed unnecessary to College travel and are therefore non-reimbursable. This list is provided as a guide and not intended as an all-inclusive list:

- o Unnecessary travel after conference or meeting hours

- o Personal entertainment expenses (movies, games, health club, golf outings, and other optional conference activities not included in the general conference fee)

- o Travel accident insurance premiums

- o Costs incurred by failure to cancel transportation or hotel reservations

- o Traffic and/or parking violation fines

- o Repairs to personal vehicles used for College travel

- o Spouse or other family member expenses, unless authorized in advance by the College

- o Commuting costs between home and the College

- o Alcoholic beverages Pharmaceutical products, including aspirin and other pain relievers

Travel Reimbursement Requests
1. Authorized travel reimbursement requests shall
   a. List each day of travel
   b. Provide the purpose and destination of travel
   c. College account information.
   d. Reimbursement shall be received by the Purchasing Department within 60 days of the expense being incurred. Any request submitted after 60 days will be denied by the College and cannot be waived per State of Nebraska statutory requirements
   e. Original itemized receipts are required for all non-meal expenses such as:
      i. Public Transportation
      ii. Baggage
      iii. Parking (reimbursement at long-term surface parking rate)
      iv. Lodging
      v. Tolls
      vi. Rental Car (prior approval from VP of Administrative Services required)
      vii. Fuel for Rental vehicle
   f. In the rare case where a receipt was summarized or not available, required

*Campus is inclusive of all CCC locations and offices.

information includes:
   i.   Business name
   ii. Description of purchase
   iii. Itemized costs
   iv. Date
   Note: Without the required detail, reimbursement shall be denied

   g. Agenda, event schedules, etc. are required to be attached to the travel form when requesting reimbursement for travel to - workshop, conference, seminar, meeting, etc.
   h. Per Diem documentation printed from GSA website [GSA Portal](#).
2. Travel expenses occurring near the end of the fiscal year must be submitted to the Purchasing Department for reimbursement by July 10.
   a. Reimbursements using Grant dollars must be submitted by the last Wednesday of the grant end of year cycle.
3. It is the responsibility of the employee to follow College travel procedures.
4. Supervisors are responsible for reviewing requested travel reimbursements for compliance with College policy and procedures before signing.
5. Some federal and state contracts/grants may have more restrictive travel compliance procedures. If conflicting procedures apply, the more restrictive rules shall be used.
6. All employees with a PCard are required to follow travel reimbursement procedures.

The latest Travel reimbursement form can be found on the Purchasing information site online.

Questions should be directed to the immediate supervisor, Vice President of Administrative Services, or Purchasing Department.

*Campus is inclusive of all CCC locations and offices.

Tuition Remission Policy

Tuition is waived on any course or courses taken from CCC; provided, however that employees, spouse, and dependents shall be responsible for the payment of any course fees, purchase of books, and/or course materials.

Tuition Remission Procedure

A. To determine eligibility the following criteria needs to be met on the first day of the semester:
    1. Employee – current full-time or continuous part-time employee defined within College procedures.
        a. Full-time employees: employee, their spouse, and dependent children may use the tuition remission.
        b. Continuous part-time employees: only the continuous part-time employee may use the tuition remission.
    2. Spouse – legal spouse
    3. Dependent Child(ren) – must be under age 24: A child is defined as:
        a. a natural born child or
        b. a step child or
        c. a legally adopted child (or child for whom legal adoption proceedings have been initiated if such child has been placed in the home) or
        d. a child who has been placed under the legal guardianship of the employee

B. "Tuition Waiver Application" forms must be completed at the Financial Aid Office each term prior to registration.

C. All eligible employees, spouses, dependents, Compass Group, Allied Universal, and Follett individuals who qualify for a tuition waiver, are subject to the published drop/add periods and Financial Aid Standards of Progress adopted by the College.

D. When a full-time, continuous part-time, or part-time employee is required to attend a credit or non-credit workshop, the following shall be used for payment of tuition, fees, and other expenses.
    1. Tuition waivers are to be used for full-time and continuous part-time employees. If part-time, the Vice President may waive the tuition.
    2. Fees may be paid via: auxiliary account, grants (grant funds may be used when authorized within the grant), general fund, or foundation.
    3. Other costs to include books, materials, supplies, etc., may be paid by general fund, auxiliary, or grant funds (grant funds may be used when authorized within the grant).
    4. College payment for fees and other expense shall require approval of a Vice President.
    5. The cost charged to the College is to be the same as the advertised cost.

    To pay fees and other costs the learning activity must be reasonably related to the employee's

position and serve as a means to improve or provide new skills and knowledge that shall enhance the employee's abilities to perform his/her position responsibilities.

When a learning activity is not essential or required for the employee's position (such as many community education workshops), cost excluding tuition is the responsibility of the employee.

Central COMMUNITY COLLEGE

The Ord Learning Center has been instrumental in working towards my second degree. It allows me the convenience, flexibility, and affordability that all working adults desire. Through the dedication of Ord Learning Center and CCC staff they make the education possibilities endless."

Barbara Reineke

Ord Center Offerings

College Courses Offered Each Semester Via Online, Webex and IP.	CPR, First Aid, and EMT Training	Nursing Assistant & Medication Aide Classes
GED Assessment & Study	Academic and Career Advising	MAPS Assessment
Community Education	Student Programs	Customized Training In Computer Software, Leadership, Etc.

Ord Center Highlights

Area Partners

Ord Area Chamber	Ord Area Economic Development	Area High Schools	Loup Valley Childhood Initiative
Valley County Philanthropic Partners	Lower Loup Natural Resource District	Valley County Health Systems	Valley County Community Foundation
Synovation Valley Leadership Academy	The Golden Husk	Area Community Members	Connecting Young Nebraskans
	Ord Library	Army National Guard	Area Businesses

Community Education

Gardening In The Valley

Early College

Early College Credit Numbers for Area Schools

Spring 2023		
SCHOOLS	Total # of Students (duplicated headcount)	Total # of Credits	Total # of different courses enrolled in
Ord	78	252	14
Arcadia	12	34	8
Central Valley	15	45	4
Spalding Academy	4	12	2
TOTAL	109	343	28
Fall 2022		
SCHOOLS	Total # of Students (duplicated headcount)	Total # of Credits	Total # of different courses enrolled in
Ord	27	81	7
Arcadia	18	60	8
Central Valley	11	33	5
Spalding Academy	2	6	1
TOTAL	58	180	21

Ord Center Scholarship

Supported by Big Give Donations

2022

CCC ORD CENTER SCHOLARSHIP RECIPIENTS

The Ord Center Scholarship is funded by donations to the CCC Foundation- Ord during the Big Give. The $500 scholarship is awarded to students from Valley County pursuing a degree at CCC.

"I am currently attending Hastings Central Community College to become a diesel technician. After college I plan to return to the family farm to repair our own equipment. This scholarship will help me achieve that goal by helping with the cost of tuition and tools."

JAYDEN HORNICKEL - Ord

"Receiving the Ord Center Scholarship has been an honor. I plan to use the scholarship to help me become a Pediatric Occupational Therapist Assistant at CCC in Grand Island. As of right now I am studying early childhood education to help me better understand young children."

SHALYN DEBOER - Ord

"I am majoring in Business Administration, and this scholarship has already helped me pay for multiple economic books and business law books. I currently have an A in every class I am in. My future plans are to get my associates degree here from CCC then get a job and work towards my bachelor's degree."

TREYTON CASSELL - Ord

"I am so thankful that I was awarded this scholarship, it will help me with tuition. I have two part time jobs, nannying and working at a daycare, and this will help me out tremendously. I am studying Early Childhood Education and I'm taking classes in Hastings. After I graduate, I plan to open an in-home daycare back around the area of Ord. Thank you for awarding me this scholarship"

SAVANNAH LAWRENCE - Ord

Central COMMUNITY COLLEGE

This scholarship has supported 16 students with their education since 2015!
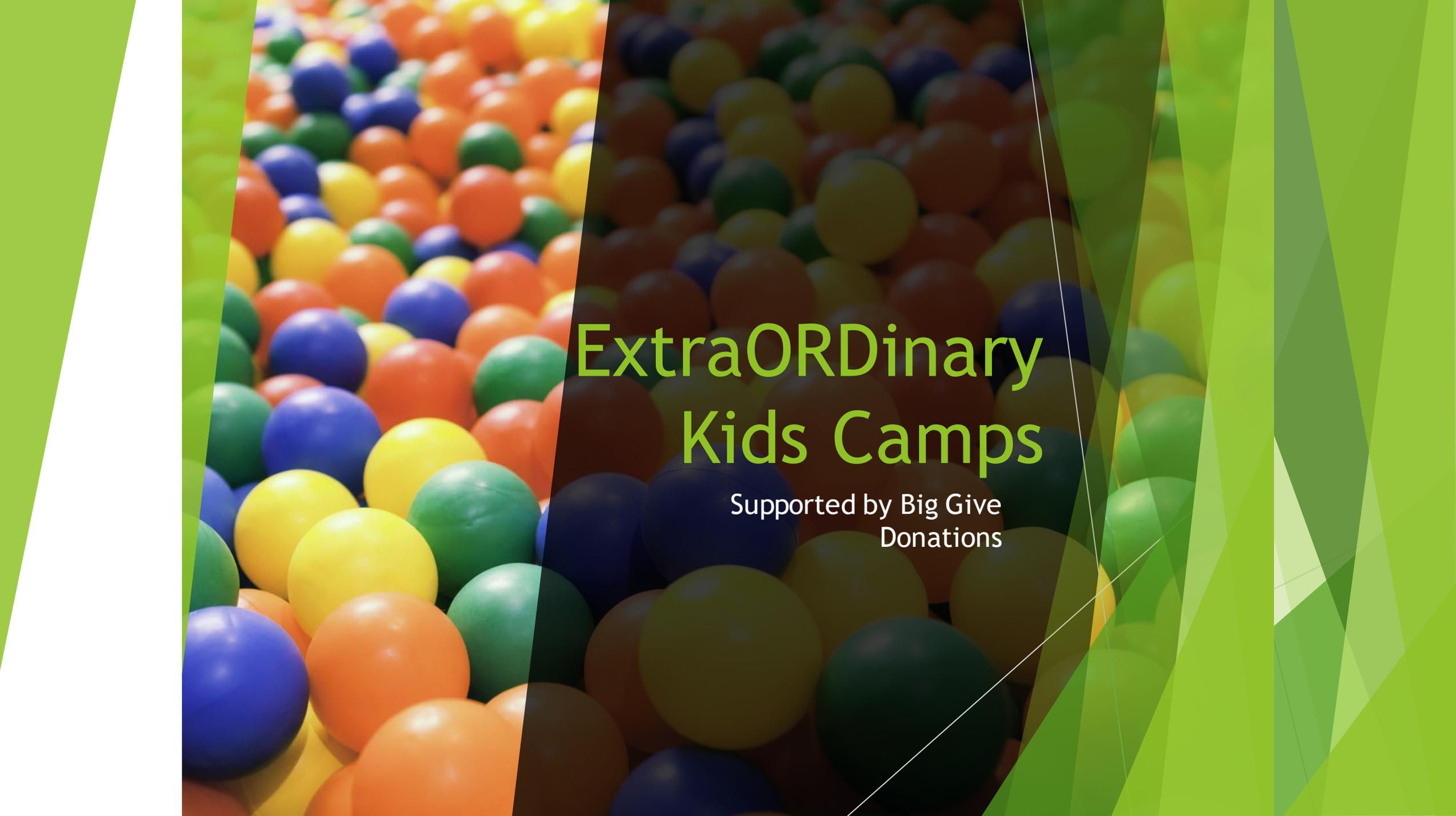
ExtraORDinary Kids Camps

Supported by Big Give Donations

Central Community College Ord Center

2023 Kids Camps & Workshops

SAFE Kids 101
Taught by Janet Eppenbach
Ages 8+; May 15 - 18 • $25
3:45 - 5:00 p.m.
Only 15 spots available

Babysitting 101 & CPR/First Aid Certification (Ages 11 - 15)
Taught by Dr. Crystal Ramm & Janet Eppenbach
Ages 11 - 15 • 8:00 a.m. - 2:30 p.m. • $30
May 23 & 24 and May 31 & June 1
$77 Heartsaver Pediatric First Aid/CPR/AED
certification fee covered by the CCC Foundation
Only 10 spots available

Coding 101
Taught by Jericho Smith
Grades 2 & 3; June 5 - 9 • $35
10:00 a.m. - 12:00 p.m.
Grades 4 - 6; June 20 - 23 • $35
9:00 a.m. - 12:00 p.m.
Only 7 spots available per class

Science Camp
Taught by Brodie Klimek
Grades 4 - 6; June 5 - 9 • $35
1:30 p.m. - 3:30 p.m.
Grades 2 & 3; July 24 - 27 • $35
10:00 a.m. - 12:00 p.m.
Only 10 spots available per class

Graphic Design and Illustration Camp
Taught by Paula Warner & Janet Eppenbach
Grades 4 -8; June 5 - 9 • $40
10:00 a.m. - 12:00 p.m.
Only 7 spots available per class

Returning Entomology Camp (Ages 10+ and has attended Beginning Entomology camp twice)
Taught by Dr. Crystal Ramm
June 12 - 16 • $40
8:00 a.m. - 12:00 p.m.
Only 15 spots available per class

Beginning Entomology Camp
Taught by Dr. Crystal Ramm
Ages 8+; July 5, 6, 7, 10, 11 • $40
8:00 a.m. - 12:00 p.m.
Only 15 spots available per class

Robotics Camp
Taught by Jericho Smith
Grades 2 & 3; June 26 - 30 • $45
AM Session: 10:00 a.m. - 12:00 p.m.
PM Session: 1:00 p.m. - 3:00 p.m.
Grades 4 - 6; July 17 - 21 • $45
AM Session: 10:00 a.m. - 12:00 p.m.
PM Session: 1:00 p.m. - 3:00 p.m.
Only 7 spots available per class

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CCC is an equal opportunity/affirmative action institution

CCC Ord Center
1514 K Street • Ord, NE 68862
Call (308) 728-3299 to Register

INTERNSHIPS

The Ord Center is excited to announce that the Summer Internship Program has enough funding for a third summer! Grey Smith filled this position the past two summers and taught Coding and Robotics for the Ord Center.

We are searching for our next intern! This is a $3,000 paid internship where one or more students will create their own summer camp/s to teach at the center. Interns will be mentored by Dr. Crystal Ramm and Janet Eppenbach as they design and teach the camps. This is an incredible chance for high school students to still be involved with the Ord Center Summer Kids Programs while giving them the opportunity to learn, grow, and expand their resumes.

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"I love the opportunity to be able to give kids fun experiences that robotics and coding bring and be able to share that knowledge with them. I am also very excited to do it because it helps open opportunities for me in the future. I have been taking OLC summer camps for what seems like forever and I am very happy to have the chance to still be a part of them now." -- Grey Smith

1514 K Street • Ord, NE 68862 • 308.728.3299 • crystalramm@cccneb.edu

CCC is an Equal Opportunity/ Affirmative Action Institution
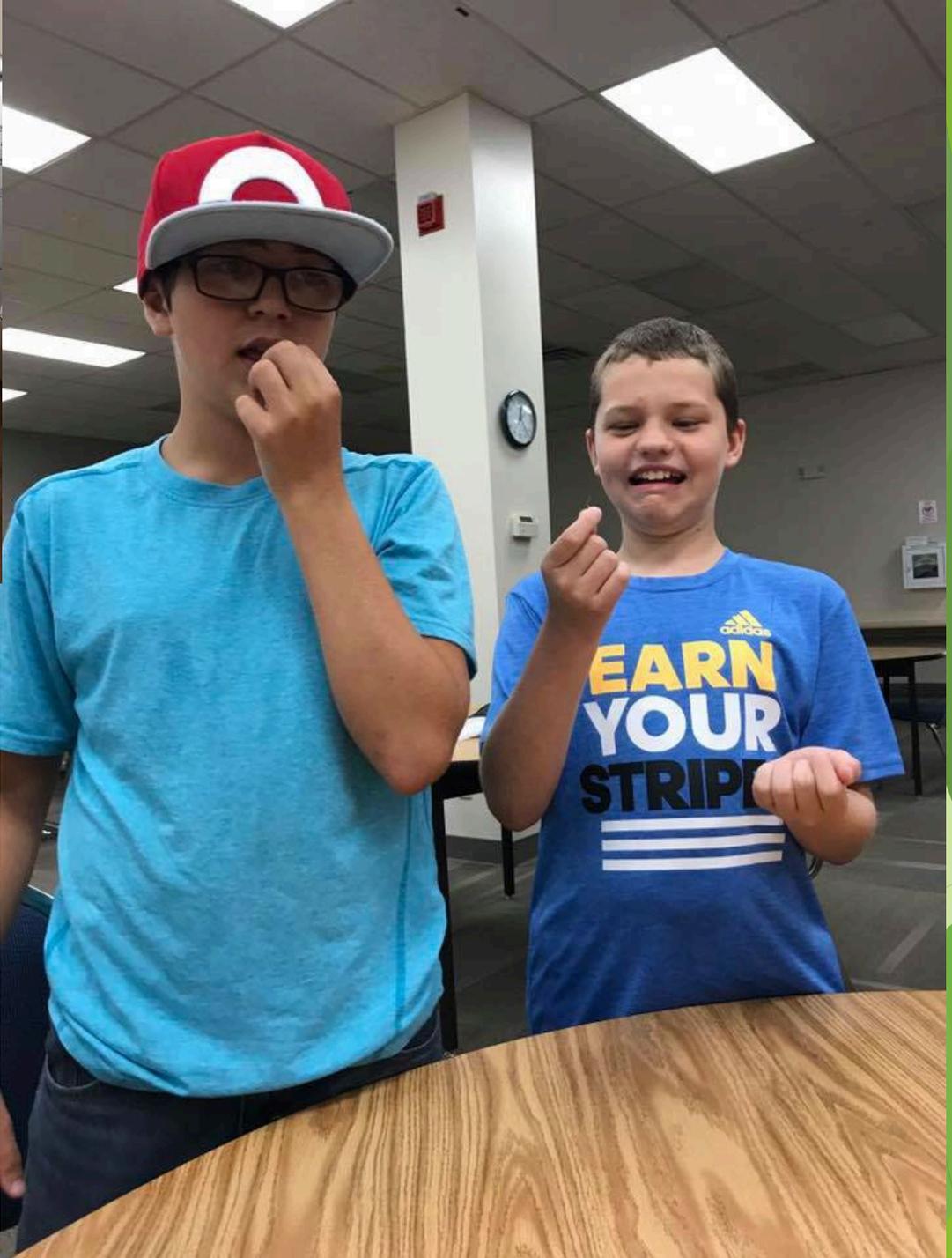
Ord Pollinator Garden

BLOOM BOX
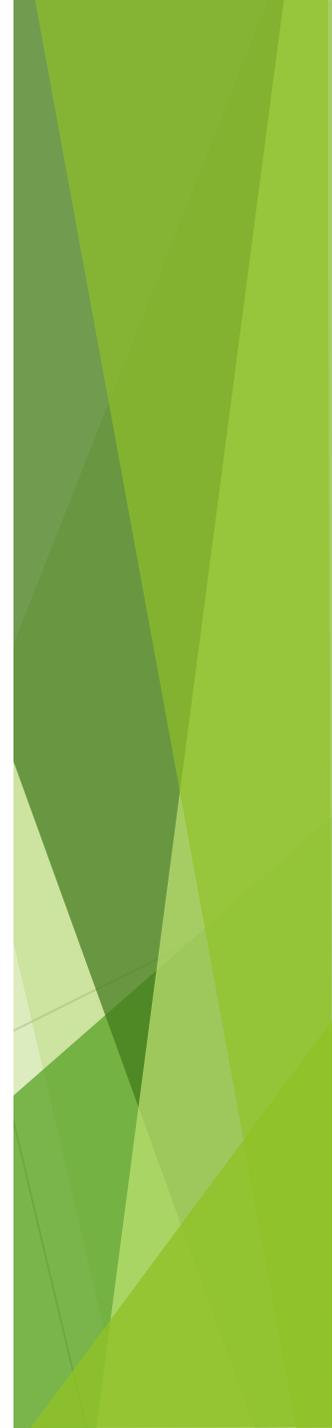
NE Statewide Arboretum Award

- **The Students for Sustainability groups at CCC in Columbus, Grand Island, Hastings and Ord received a Community Landscape Award from the Arboretum in 2022**

- **Recognizes individuals, groups, businesses or organizations for implementing a landscape project or activity that has significantly improved the green infrastructure of a community**

THANK YOU!

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COLLEGE

ADULT EDUCATION

Becky Fausett, Director

Columbus Ribbon Cutting

Students in Grand Island

FREE
ESL & GED CLASSES

- ARAPAHOE
- COLUMBUS
- GRAND ISLAND
- HASTINGS
- HOLDREGE
- KEARNEY
- LEXINGTON
- ORD
- SCHUYLER

Remote Teacher, Jane

1732 STUDENTS

47 PAID INSTRUCTORS
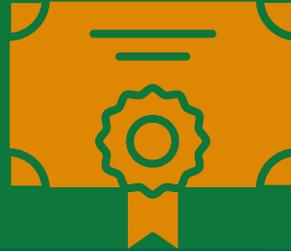
71 VOLUNTEERS

9 ADMINISTRATIVE STAFF

6 SITE COORDINATORS

2,670 VOLUNTEER HOURS

LARGEST PROGRAM IN NE

SERBIA SPAIN COSTA RICA CUBA
DOMINICAN REPUBLIC EL SALVADOR
GUATEMALA MEXICO NICARAGUA
PANAMA PUERTO RICO TRINIDAD AND
TOBAGO UNITED STATES BRAZIL
COLOMBIA ECUADOR PERU VENEZUELA
CAMEROON CENTRAL AFRICAN REPUBLIC
CHAD DEMOCRATIC REPUBLIC OF
CONGO ETHIOPIA GABON SOMALIA
SOUTH SUDAN SUDAN TOGO UGANDA
CHINA MYANMAR NEPAL PHILIPPINES

54 COUNTRIES

34
LANGUAGES

ALBANIAN AMHARIC ARABIC
MAN... ...NTONESE DINKA
...H GUJARATI
HM... ...SIA... LUISENO
...AU PATWA
POR... ...QUICHE RUSSIAN
SOMALI SPANISH TAGALOG TWI
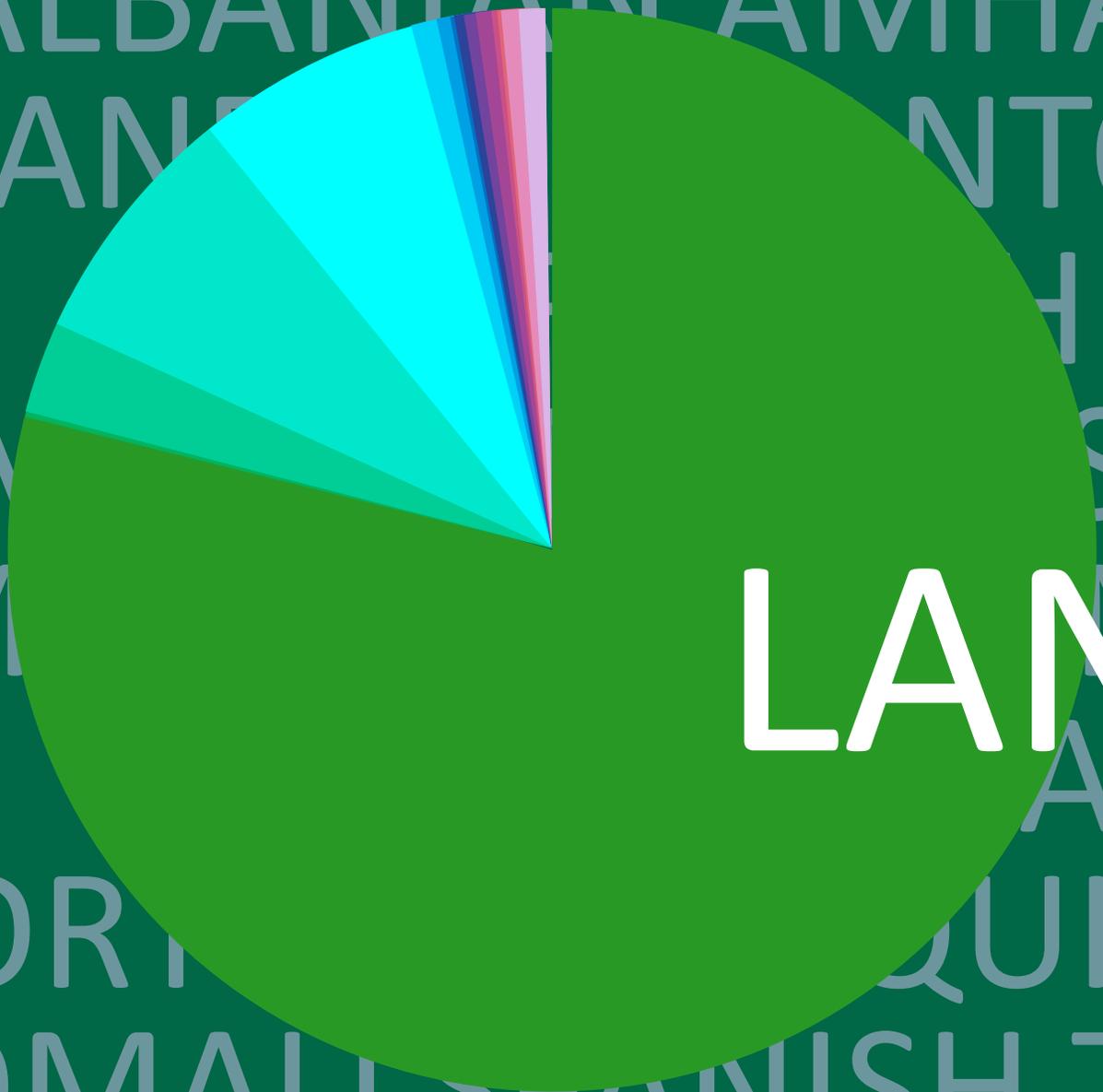
CLASSES

- Offered Monday through Thursday AM & PM
- From Birth to 12th grade

Class in Schuyler

Students and Volunteer in Hastings
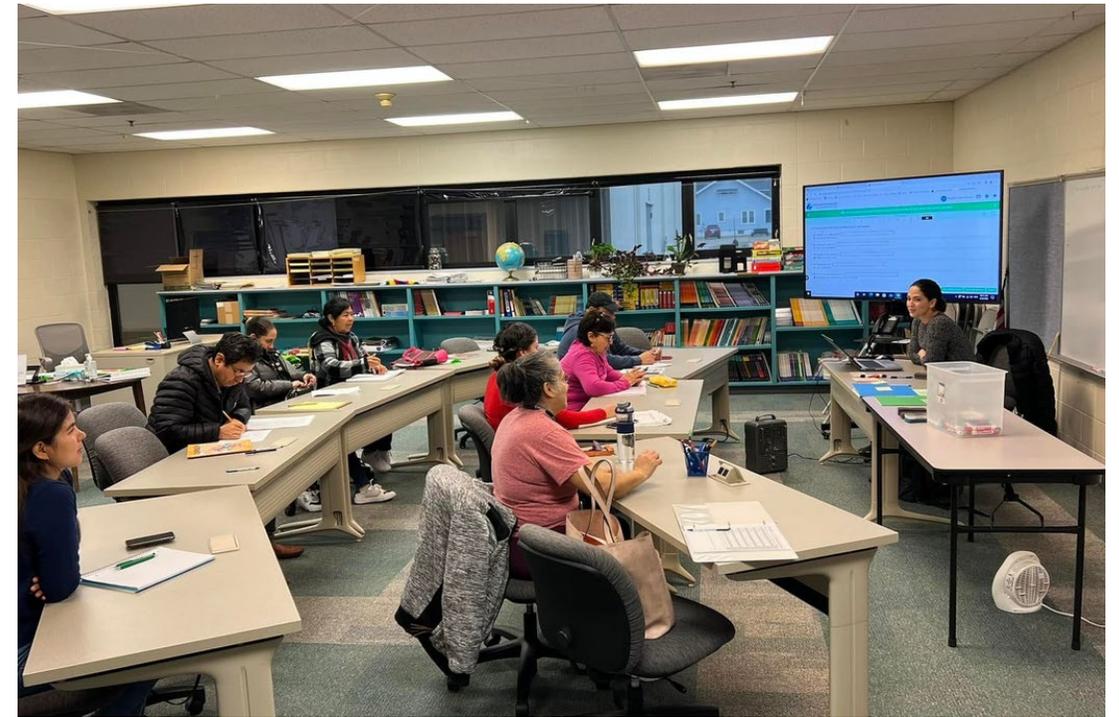
COMMUNITY PARTNERSHIPS

Working with other agencies and organizations to meet the needs of students and needs of the community

UNITED WAY • NEWORKS • DHHS

LUTHERAN FAMILY SERVICES • HASTINGS LITERACY PROGRAM • CENTRO HISPANO

OCATIONAL REHAB • HASTINGS COLLEG

ATTE VALLEY LITERACY ASSOCIATION • EMPLOY GI • EMPLOY KEARNEY • YW

SCHUYLER MIDDLE SCHOOL • MULTICULTURAL

L COUNTY DEPARTMENT OF CORRECTIONS • COLUMBUS PUBLIC LIBR

COALITION

CENTER FOR DISASTER RECOVERY • GI LITERACY

COUNCIL

CENTRAL NEBRASKA DRUG COURT • HEAD START

SUCCESS STORY: YILIAN RICARDO

"If I could give advice to someone moving here from another country, I would say: go get your GED® and do it in English! Push yourself to learn the language...Most importantly, never give up!

Grand Island

STEP UP TO *Your* FUTURE

EARLY COLLEGE

Central COMMUNITY COLLEGE

5-Year Comparison

Avg. classes/ student: 2
Avg. credits/ student: 6

Legend: ■ Total FTEs ■ Unduplicated students ■ Total Duplicated Head Count ■ Total Credits

	2018-19	2019-20	2020-21	2021-22	2022-23
Total FTEs	566.8	602.4	633.4	741.7	834.6
Unduplicated students	2,810	2,967	3,079	3,379	3,666
Total Duplicated Head Count	5,669	6,005	6,297	7,241	8,214
Total Credits	16,962	18,025	18,956	22,205	25,003
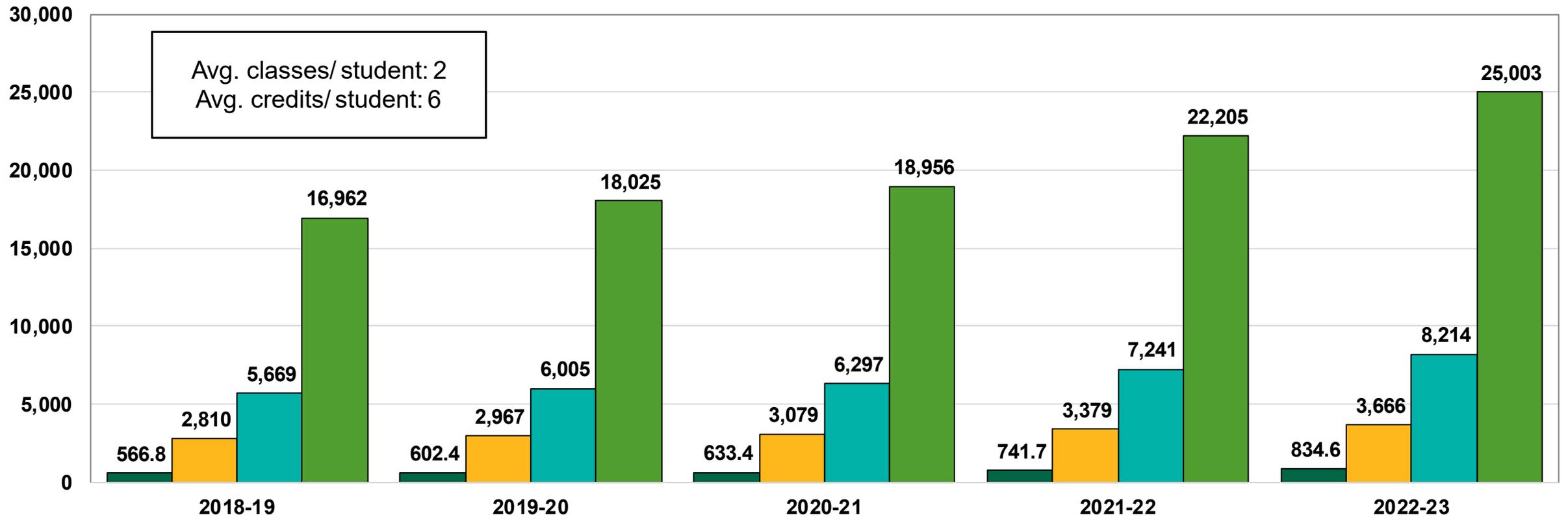
2022 High School Graduates

Nebraska

- Graduates from 75 of 93 counties enrolled at CCC in Fall 22

- Graduates from 24 of our 25 counties enrolled in Fall 22
  - Frontier County did not have a graduate enroll

Outside of Nebraska

- 10 States (AR, AZ, CO, IA, IN, KS, MO, PA, SD, TX)
- 1 Outside USA

Central COMMUNITY COLLEGE

Fall 2022 Early College Quick Facts

- 58% of 2022 high school graduates inside CCC's service area were early college students at CCC sometime in their high school career

- Outcomes During High School
  - 2.3% of CCC's early college students that graduated high school in 2022 completed an award from CCC before their high school graduation
  - The 2,380 early college students that graduated high school in 2022 completed 91% of their credit hours taken in high school (20,625 of 22,731 credit hours)

- Outcomes After High School
  - 17% of CCC's early college students enrolled at CCC in Fall 2022
  - 81% of CCC's early college students that graduated high school in 2022 continued to postsecondary education in Fall 2022

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Number of Students & Percentage of Early College Students Enrolling in CCC following Graduation

Graduation Year	Columbus High School		Grand Island Senior High		Hastings High School		Kearney High School		Lexington High School		Schuyler High School		Total of Service Area	
2016	42	26%	59	21%	39	38%	14	22%	5	8%	3	25%	288	17%
2017	31	25%	80	27%	32	33%	9	20%	8	16%	17	40%	302	18%
2018	30	24%	72	25%	31	32%	9	14%	5	11%	10	21%	312	18%
2019	32	27%	72	26%	27	28%	30	23%	17	21%	20	47%	368	19%
2020	38	27%	92	29%	38	30%	22	14%	20	23%	17	33%	403	19%
2021	24	16%	69	22%	38	28%	30	15%	37	37%	20	30%	384	17%
2022	29	18%	56	19%	15	24%	23	10%	30	21%	14	25%	400	17%

Central COMMUNITY COLLEGE

High School Graduates Who Participated in Early College

Graduation Year	CCC Service Area	Outside of CCC Service Area	Total Early College Enrollment
2016	1,662	80	1,742
2017	1,696	75	1,771
2018	1,768	70	1,838
2019	1,987	67	2,054
2020	2,080	61	2,141
2021	2,246	57	2,303
2022	2,380	51	2,431

Central
COMMUNITY
COLLEGE

COMMUNITY AND WORKFORCE EDUCATION DIVISION

- Area-wide impact
- Campuses
- Centers
  - Holdrege
  - Kearney
  - Lexington
  - Ord

PROGRAMS

- Credit Classes
  - Early College & Health
  - Supporting online classes
  - Evening Learning Centers
- Non-credit Classes
  - Community Education (AVOR)
  - Workforce Education (NCR)

Community & Workforce Education Division

	Enrollments (seat count)	**FTE's**
2020-21	17,169	589.29
2021-22	19,548	725.73
2022-23 (YTD)	19,428	745.99

Central
COMMUNITY COLLEGE

WORKFORCE EDUCATION

	Enrollments (seat count)	**FTE's**
2020-21	6,980	107.48
2021-22	8,095	129.61
2022-23 (YTD)	8,104	123.87

Workforce Education, Nurse Aid and Medication Aid

Central
COMMUNITY
COLLEGE

COMMUNITY EDUCATION

	Enrollments (seat count)	**FTE's**
2020-21	4,447	7.80
2021-22	4,647	9.94
2022-23 (YTD)	4,328	4.87

Includes non-credit reimbursable & avocational

Central
COMMUNITY COLLEGE

EMERGENCY MEDICAL SERVICES

	Enrollments (seat count)	FTE's
2020-21	1,006	29.41
2021-22	912	33.64
2022-23 (YTD)	872	26.45

Central
COMMUNITY
COLLEGE

FRUITS OF OUR OUTREACH

- In 2020/21, **3,171** people took their first CCC class through Community or Workforce Education

- In 2021/22, **1,408** of them returned to enroll in additional course(s)

- Of the 1,408 returning students, **889** enrolled in at least one on-campus or online credit course

Central
COMMUNITY
COLLEGE

Thank you!

ANY QUESTIONS?

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Business Administration & Accounting

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on **May 18, 2023**
  - the governing board's action was:

Signed: _____   _____
          (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		7930	7745	7295	8349	8462	7956.2
Faculty Full-time Equivalency (FTEF)*		13.88	13.69	15.77	12.07	12.26	13.53
SCH/Faculty FTE		570.91	565.74	462.59	776.54	690.21	588.05
Number of Degrees and Awards ***(list degrees/ awards separately)***	**AAS**	72	78	84	90	78	80.4
	Diploma	95	100	89	123	121	105.6
	Certificate	116	125	154	226	177	159.6
	Total Awards	283	303	327	439	376	345.6
	# of Unduplicated Graduates	180	196	210	268	215	213.8

By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____
For CCPE use: reviewer/date

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

☐ Program is critical to the role and mission of the institution (detailed explanation).

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Business Administration and Accounting

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, 05/18/2023-*pending*

Renae Allen, M.S. – Program Faculty
Sara Bennett, M.B.A. – Program Faculty
Britt Blackwell, M.B.A. – Program Faculty
Laura Bulas, M.A.T. – Program Faculty
Janis DeHaven, M.B.A. – Program Faculty
Lori Hodtwalker, M.B.A. – Program Faculty
Kim Hurt, M.B.A., C.P.A. – Program Faculty
Kellie Jacobs, M.S.E. – Program Faculty
Venus King, M.A. – Program Faculty
Michelle Konen, M.A.M. – Program Faculty
Shelly Kort, M.B.A. – Program Faculty
Theresa Powell, B.S., C.P.A. – Program Faculty
Shayla Stock, M.B.A. – Program Faculty

Daniel Deffenbaugh, Ph.D. – Associate Dean of Instruction, Arts, Sciences, and Business
Tod Heier, Ed.S. – Associate Dean of Instruction, Arts, Sciences, and Business
Michelle Setlik, M.A. – Associate Dean of Instruction, Arts, Sciences, and Business
Kyle Sterner, M.S. – Associate Dean of Instruction, Arts, Sciences, and Business

Amy Mancini, Ed.D. – Dean of Instruction, Arts, Sciences, and Business
Kathy J. Fuchser, Ed.D. – Division Vice President, Arts, Sciences, and Business

Business Administration and Accounting
Program Review Summary – Dr. Amy Mancini

The Business Administration/Accounting (BSAD/ACCT) program continues to be popular within the Arts, Sciences, and Business division at Central Community College. Within Central Community College's 25-county service area, the Business program fills a critical need for students and employers. AAS and Diploma students choose between two specializations within the Business program: Business Administration or Accounting. To enhance student learning and prepare students for future careers, certifications in Bookkeeping, Business Administration, Business Technology, Entrepreneurship, Logistics, Social Media Specialist, or Supervisory Management can be earned independently or as part of an AAS.

Employment outlook for careers in the Business program is strong nationally and within Nebraska, which should continue to drive enrollment within the Business program. According to the Nebraska Department of Labor, 9 occupations within the Business, Management and Administration Cluster are identified as H3 jobs and have an average projected growth of 13.41% with average annual openings of 382 in Nebraska. Nationally, the U.S. Bureau of Labor Statistics found that 22% of all U.S. jobs are in the Business field and the overall employment in business and financial occupations is projected to grow 7% from 2021-2031. Source: Nebraska Department of Labor www.h3.ne.gov; US Bureau of Labor Statistics Occupational Outlook Handbook. (2019)

Enrollment in the program is strong with a 5-year average of 213.8 unduplicated graduates. On average, during the same period, students in BSAD program courses completed an impressive 7,956.2 credit hours per year.

The Business Administration program exceeds the minimum thresholds for student credit hours, student credit hours to full-time equivalent faculty (FTEF) ratio, and number of graduates. The Arts, Sciences, and Business leadership team recommends continuation of the program.

I.   **Program: Business Administration and Accounting**

II.   **College Mission: Central Community College maximizes student and community success.**

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV.   **Program Mission Statement:** To nurture a collaborative and inclusive educational community which prepares students for the future through strong partnerships with business and industry; available transfer options; and up-to-date technology. Students will obtain skills to be flexible, adaptable, accountable, innovative, and lifelong learners.

V.   **Program Vision Statement:** To nurture a collaborative and inclusive educational community.

We Value:
- Using continuous quality improvement principles to assure employment for graduates.
- Meeting employer/employee training needs to upgrade or develop new skills.
- Increasing student and staff awareness of transfer agreements with four-year institutions.
- Building relationships with high schools, community colleges, and 4-year institutions.
- Providing quality learning experiences regardless of delivery mode or location.
- Professional development goals and certification of faculty and staff.

EMSI Q4 2022 Data Set

EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

<u>11 Occupations</u>

Chief Executives (11-1011)
Operations Managers (11-1021)
Managers (11-2022)
Administrative Services Managers (11-3012)
Facilities Managers (11-3013)
Industrial Production Managers (11-3051)
Transportation, Storage, and Distribution Managers (11-3071)
Construction Managers (11-9021)
Social and Community Service Managers (11-9151)
Cost Estimators (13-1051)
Management Analysts (13-1111)

Executive Summary

Light Job Posting Demand Over a Thin Supply of Regional Jobs
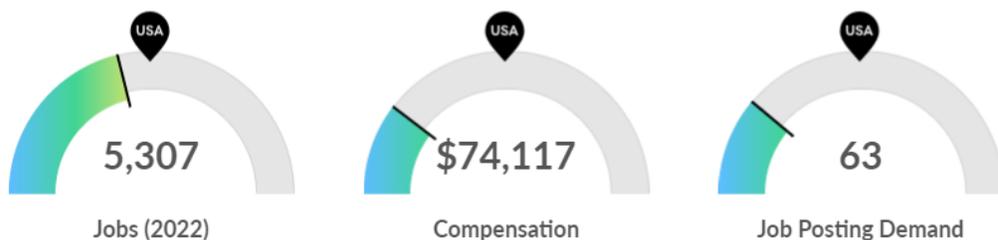
5,307
Jobs (2022)

Your area is not a hotspot for this kind of job. The national average for an area this size is 6,691* employees, while there are 5,307 here.

$74,117
Compensation

Earnings are low in your area. The national median salary for your occupations is $95,873, compared to $74,117 here.

63
Job Posting Demand

Job posting activity is low in your area. The national average for an area this size is 173* job postings/mo, while there are 63 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Lower Than the National Average

An average area of this size typically has 6,691* jobs, while there are 5,307 here. This lower than average supply of jobs may make it more difficult for workers in this field to find employment in your area.
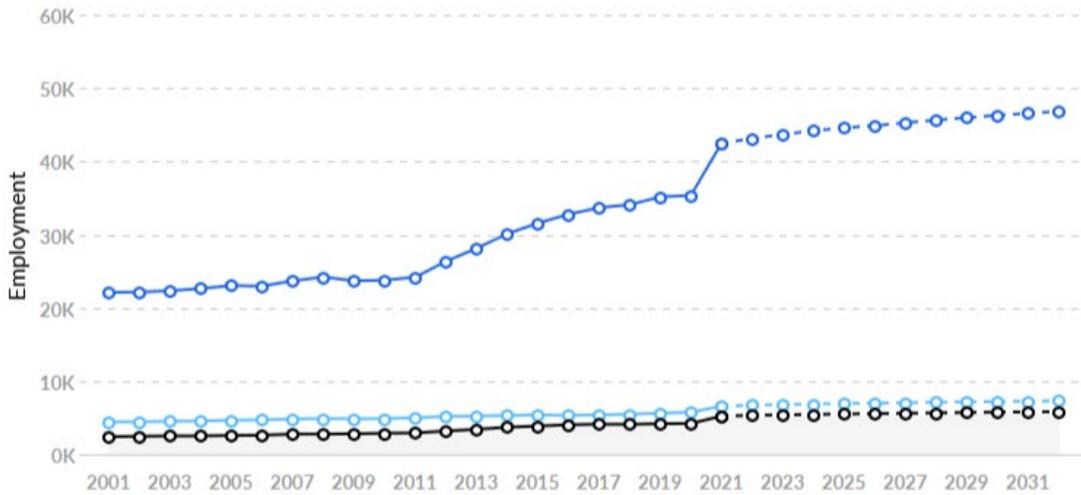
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	5,307	5,605	298	5.6%
●	National Average	6,691	7,042	351	5.2%
●	Nebraska	43,137	45,276	2,138	5.0%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
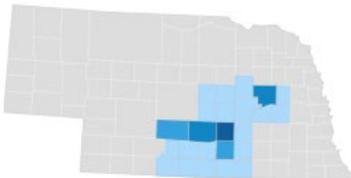
County	2022 Jobs
Hall County, NE	1,326
Buffalo County, NE	987
Platte County, NE	834
Adams County, NE	535
Dawson County, NE	338

Most Jobs are Found in the Local Government, Excluding Education and Hospitals Industry Sector
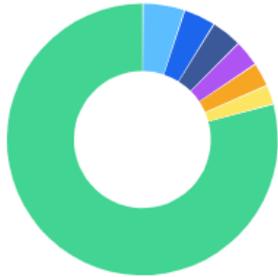
Industry	% of Occupation in Industry (2022)
Local Government, Excluding Education and Hospitals	5.0%
Building Equipment Contractors	3.8%
Animal Slaughtering and Processing	3.6%
Nonresidential Building Construction	3.1%
Medical Equipment and Supplies Manufacturing	2.9%
Management of Companies and Enterprises	2.3%
Other	79.3%

Compensation

Regional Compensation Is 23% Lower Than National Compensation

For your occupations, the 2021 median wage in your area is $35.63/hr, while the national median wage is $46.09/hr.

— CCC Service Area   — Nation   — COL Adjusted CCC Service Area

Hourly Compensation

← LOWEST EARNERS   HIGHEST EARNERS →

Job Posting Activity

752 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.

294 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

30 Day Median Duration

Posting duration is 3 days longer than what's typical in the region.

● Monthly Unique Postings   ● Estimated Hires Per Month*
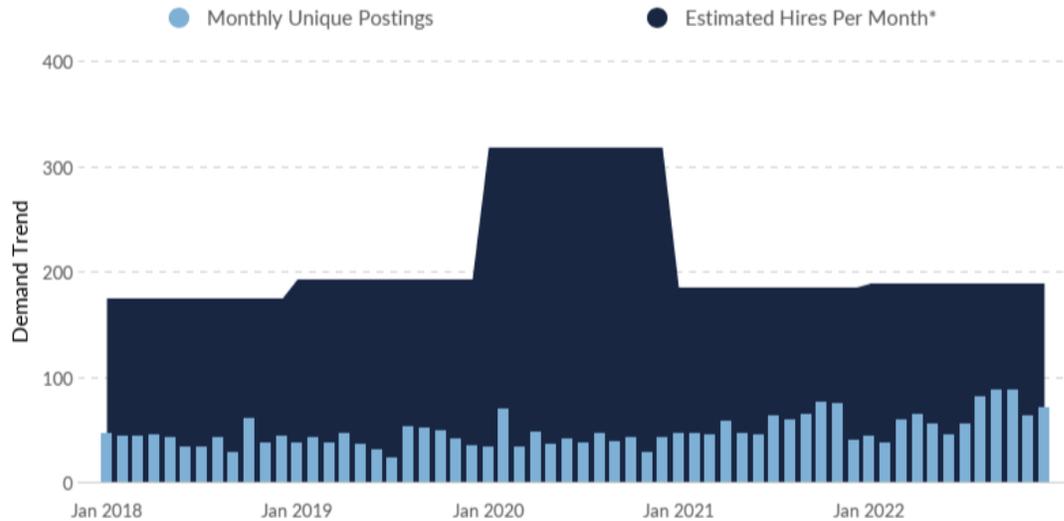
Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
General and Operations Managers	21	114
Sales Managers	11	9
Construction Managers	7	17
Industrial Production Managers	7	8
Transportation, Storage, and Distribution Managers	3	3
Facilities Managers	3	3
Management Analysts	3	7
Administrative Services Managers	2	5
Chief Executives	3	6
Cost Estimators	1	10

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings
Bosselman Enterprises	36		Managers-in-Training	46
Dollar Tree	18		Assistant Operations Mana	25
CHS	17		Operations Supervisors	22
Nelnet	16		Operations Managers	18
GPAC	15		Sales Managers	16
Chief Industries	13		Territory Managers	15
State of Nebraska	13		Freight Operations Supervis	13
XPO Logistics	13		Quality Managers	13
Allstate	12		Agency Owners	12
Mosaic	12		General Managers	12

Top Specialized Skills

● Frequency in Job Postings   ● Frequency in Profiles
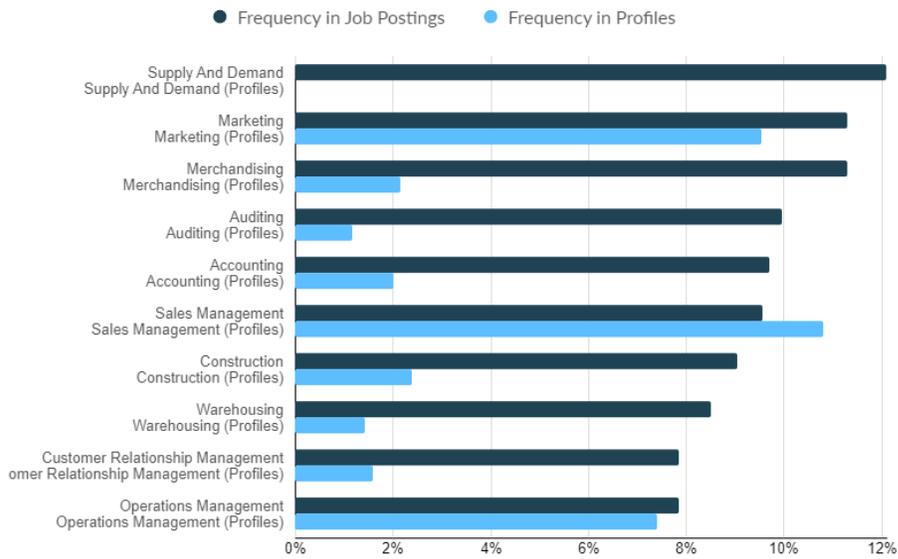
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Supply And Demand	91	12%	0	0%
Marketing	85	11%	826	10%
Merchandising	85	11%	187	2%
Auditing	75	10%	102	1%
Accounting	73	10%	175	2%
Sales Management	72	10%	936	11%
Construction	68	9%	207	2%
Warehousing	64	9%	123	1%
Customer Relationship Management	59	8%	137	2%
Operations Management	59	8%	641	7%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low

1,619

Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 1,481* employees 55 or older, while there are 1,619 here.

490

Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 1,349* racially diverse employees, while there are 490 here.

1,623

Gender Diversity

Gender diversity is about average in your area. The national average for an area this size is 1,720* female employees, while there are 1,623 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.1%	3
19-24	2.0%	102
25-34	16.4%	859
35-44	26.4%	1,379
45-54	24.1%	1,261
55-64	23.0%	1,201
65+	8.0%	418

Occupation Race/Ethnicity Breakdown
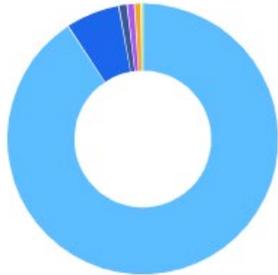
		% of Jobs	Jobs
●	White	90.6%	4,734
●	Hispanic or Latino	6.5%	337
●	Black or African American	1.0%	52
●	Asian	0.9%	45
●	Two or More Races	0.8%	41
●	American Indian or Alaska Native	0.3%	14
●	Native Hawaiian or Other Pacific Islander	0.0%	1

Occupation Gender Breakdown

Occupation Gender Breakdown

		% of Jobs
●	Males	68.9%
●	Females	31.1%

Graduate Pipeline

16 Programs

Of the programs that can train for this job, 16 have produced completions in the last 5 years.

1,098 Completions (2021)

The completions from all regional institutions for all degree types.

507 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)	
52.0201	Business Administration and Management, General	614	
24.0101	Liberal Arts and Sciences/Liberal Studies	182	
19.0708	Child Care and Support Services Management	75	
24.0102	General Studies	58	
44.0701	Social Work	44	
52.0205	Operations Management and Supervision	43	
30.9999	Multi-/Interdisciplinary Studies, Other	28	
15.0702	Quality Control Technology/Technician	12	
49.0101	Aeronautics/Aviation/Aerospace Science and Technology, G	10	
31.0399	Parks, Recreation, and Leisure Facilities Management, Othe	8	

Top Schools	Completions (2021)	
Central Community College	714	
University of Nebraska at Kearney	298	
Hastings College	86	

2023 Summary of EMSI Q4 2022 Data Set:

The report parameters above reflect jobs listed in CIP Code 52.0201 (Business Administration and Management). CCC Business program graduates can also obtain jobs listed in CIP Code 52.0301 (Accounting). Based on the data provided in this section, we find that the job growth rate is higher in the CCC service area of +5.6% annually versus the national average of +5.2% and the Nebraska average of +5.0%. The average hourly rate of $35.63/hr. is lower in the CCC service area versus the national average of $46.09/hr. due to higher concentration of lower paying governmental, animal processing, and construction jobs. These three sectors represent 580 jobs in the service area or 17.2%. Advertisements of job openings for business related activities accounted for 59% of total jobs available in the service area. The most sought-after skills were management, communications, and leadership. The report indicates a huge disparity in racial diversity of only 9% versus the national average of 25%. Gender diversity lags behind the national average. Graduates of CCC represent 65% (642/976) of total graduates in the service area.

A. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	72	78	84	90	78	80.4
Diploma	95	100	89	123	121	105.6
Certificate	116	125	154	226	177	159.6
Total Awards	283	303	327	439	376	345.6
# Of Unduplicated Graduates	180	196	210	268	215	213.8

2023 Summary of Awards (2021-2022 data):
The total awards decreased by 14.35% from last year, but this can be attributed to actions taken during the pandemic the year before. AAS decreased by 13.3%; diplomas decreased by 1.6%; and certificates decreased by 21.68%. This was not surprising as many workers were displaced during the COVID lockdown in 2020-2021 and were given federal funding to pursue a certificate during the shutdown, which accounted for the 46.8% jump in certificates in 2020-2021. This anomaly skews the statistics from 2020-2021 to 2021-2022. The overall 5-year average for total awards is 8.8% higher. The number of AAS degrees declined by 2.99% in 2021-2022 over the 5-year average; the number of diplomas increased by 14.58% compared to the 5-year average; and certificates increased by 10.9% in 2021-2022 compared to the 5-year average.

b. Student Credit Hours Produced per Faculty FTE

		2017-18	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**5-year average***
BSAD	Student Credit Hours (SCH)	4987	5000	4878	5538	5357	**5152.0**
	Faculty Full-Time Equivalency (FTE)	7.78	7.16	8.97	7.95	7.45	**7.86**
	SCH/ Faculty FTE	641.00	698.32	543.81	696.60	719.06	**655.47**
ACCT	Student Credit Hours (SCH)	2514	2310	1988	2088	2391	**2258.2**
	Faculty Full-Time Equivalency (FTE)	5.30	5.31	5.26	3.13	3.96	**4.59**
	SCH/ Faculty FTE	474.34	435.03	377.95	643.52	603.79	**491.98**
ENTR	Student Credit Hours (SCH)	378	351	363	630	654	**475.2**
	Faculty Full-Time Equivalency (FTE)	.59	.93	1.27	.70	.56	**.81**
	SCH/ Faculty FTE	640.68	377.42	285.83	900.00	1167.85	**586.67**
TDWL	Student Credit Hours (SCH)	51	84	66	93	60	**70.8**
	Faculty Full-Time Equivalency (FTE)	.21	.29	.27	.29	.29	**.27**
	SCH/ Faculty FTE	242.85	289.66	244.44	320.69	206.90	**262.22**
TOTAL	**Student Credit Hours (SCH)**	**7930**	**7745**	**7295**	**8349**	**8462**	**7956.2**
	Faculty Full-Time Equivalency (FTE)	**13.88**	**13.69**	**15.77**	**12.07**	**12.26**	**13.53**
	SCH/ Faculty FTE	**570.91**	**565.74**	**462.59**	**776.54**	**690.21**	**588.04**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
*By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
BSAD and TDWL had a decrease in student credit hours (SCH) -3.27% and -24.73% respectively, while ACCT and ENTR increased by 14.51% and 3.8% respectively. Faculty Full-Time Equivalency (FTE) for BSAD decreased -6.29% from the prior year; ACCT increased by 26.52%; ENTR decreased by -20%; and FTE for TDWL was unchanged from the prior year. Compared to 5-year average across all four alphas SCH increased by 6.36%; FTE decreased by 9.39%; and SCH/FTE increased by 17.38%. The dramatic increase in SCH of all alphas in 2020-2021 can be attributed to workers displaced during the pandemic, so that year was an anomaly.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Criminal Justice

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on **May 18, 2023**
  - the governing board's action was:

Signed: _____   _____
                (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		806	1257	1854	2800	2859	1915.2
Faculty Full-time Equivalency (FTEF)*		1.91	1.96	4.53	4.41	4.48	3.46
SCH/Faculty FTE		421.99	641.33	409.27	634.92	638.17	553.53
Number of Degrees and Awards *(list degrees/ awards separately)*	**AAS**	6	8	12	22	18	13.2
	Diploma	7	13	17	18	35	18.0
	Certificate	20	40	59	106	105	66.0
	Total Awards	33	61	88	146	158	97.2
	# of Unduplicated Graduates	15	32	51	82	93	54.6

By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____
For CCPE use: reviewer/date

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

☐ Program is critical to the role and mission of the institution (detailed explanation).

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Criminal Justice

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, 05/18/2023-*pending*

Michael David, M.P.S. – Program Faculty
John Sumsion, M.S. – Program Faculty
Wendy Baumeister, M.S.E. – Program Faculty

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Criminal Justice
Program Review Summary – Dr. Nate Allen

The Criminal Justice (CRIM) program at Central Community College (CCC) has grown from a single faculty member to three full-time instructors with multiple adjuncts each semester. The program has established articulation agreements with the University of Nebraska at Kearney (UNK), a well-developed pathway program at Grand Island Public Schools, and a newly built Crime House on the Grand Island campus that can be used for hands-on learning for several Criminal Justice classes.

The CRIM program has shown steady growth over the past few years, with higher completion rates, improved retention, and development of a pathway program at GIPS. Additionally, the program is seeing increased employer and graduate satisfaction. Recent data shows that the job growth rate in the CCC service area is higher than the national average at +3.6% annually but lower than the Nebraska average of +4.9%. While fewer jobs exist in the area, advertisements for CRIM-related activities accounted for 41% of the total jobs available in the service area. The most sought-after skills by employers were emergency response, social sciences, access controls, case management, probation, mental health, and law enforcement patrolling.

The program has seen a significant increase in awards granted, including degrees, diplomas, and certificates. Graduates have also significantly grown from 15 students in 2017-2018 to 93 students in 2021-2022. This is due to higher enrollment and course completion rates (5-year avg. 74.4%), hands-on learning experiences, and increased faculty involvement. The program has also seen strong full-time and part-time enrollment numbers due to faculty focusing on student engagement and course completion rates. Employer surveys show that students are learning career requirements in this diverse field of career opportunities and demonstrate competency, emphasizing professional skills and communication. According to employer surveys, graduates also have confidence in technical and professional skills, but there is room for improvement in personal confidence. The program will continue using employer and graduate surveys to improve curriculum and program delivery.

The program review plan indicates a disparity in racial diversity, with 12% of the student population being racially diverse compared to the national average of 25%. There is also a lack of gender diversity. Graduates of CCC represent only 16% of total graduates in the service area, with Criminal Justice degree graduates representing 13% (146/1098) of all CCC programs. Despite these challenges, the program has shown promise regarding job growth and market wages for our graduates. The program has also partnered with the University of Nebraska-Kearney for a 2+2 program to help students continue their education and increase their marketability.

In conclusion, the Criminal Justice program at CCC has shown promising enrollment growth and student success. We recommend the continuation of this successful program that serves all three campuses and the centers.

I.   **Program: <u>Criminal Justice</u>**

II. **College Mission: Central Community College maximizes student and community success.**

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV. **Program Mission Statement:** The Central Community College Criminal Justice program will provide the education necessary for students to be successful in working in the criminal justice profession locally and across the state and/or continue with their higher education.

V.   **Program Vision Statement:** In order to meet the growing employment needs of the Criminal Justice field along with providing a quality and stimulating educational experience the Criminal Justice program will:

- Provide quality learning experience regardless of delivery mode or location.
- Meet annually with professionals in the field for program input, evaluation, and modification.
- Use continuous quality improvement principles to assure employment for graduates.
- Build a relationship with high school counselors and educators along with participating in career fairs.
- Utilize subject matter experts currently working in the field along with field trips to combine what is learned in the classroom with real life Criminal Justice.

EMSI Q4 2022 Data Set
EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

6 Occupations

Probation Officers and Correctional Treatment Specialists (21-1092)
Correctional Officers and Jailers (33-3012)
Police and Sheriff's Patrol Officers (33-3051)
Security Guards (33-9032)
School Bus Monitors (33-9094)
Protective Service Workers, All Other (33-9099)

Executive Summary
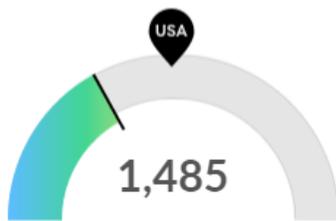
Light Job Posting Demand Over a Thin Supply of Regional Jobs

1,485
Jobs (2022)

Your area is not a hotspot for this kind of job. The national average for an area this size is 2,481* employees, while there are 1,485 here.
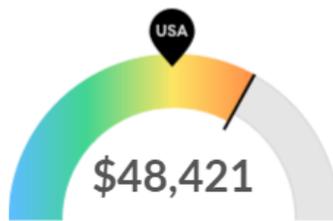
$48,421
Compensation

Earnings are high in your area. The national median salary for your occupations is $41,387, compared to $48,421 here.
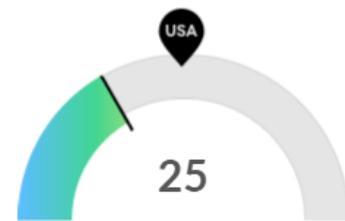
25
Job Posting Demand

Job posting activity is low in your area. The national average for an area this size is 43* job postings/mo, while there are 25 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Lower Than the National Average

An average area of this size typically has 2,481* jobs, while there are 1,485 here. This lower than average supply of jobs may make it more difficult for workers in this field to find employment in your area.
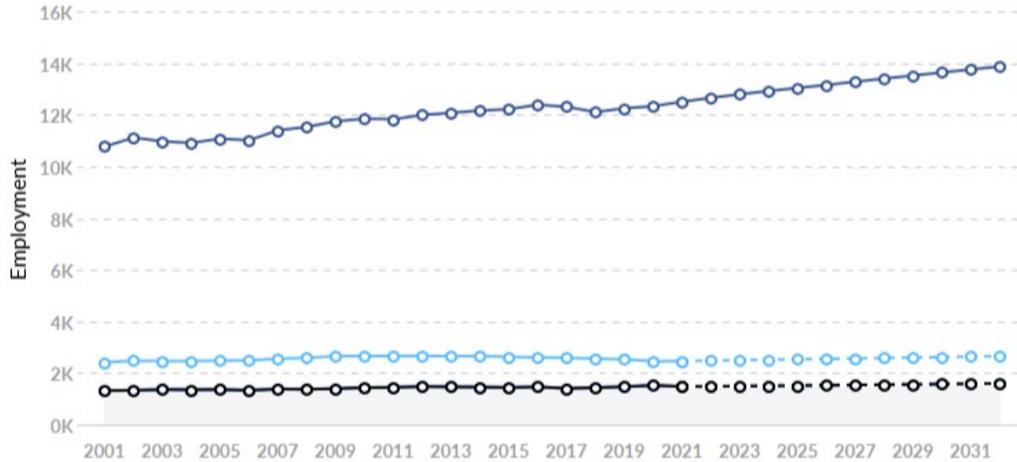
|	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	1,485	1,539	54	3.6%
●	National Average	2,481	2,564	83	3.4%
●	CCC	1,485	1,539	54	3.6%
●	State of Nebraska	12,653	13,279	625	4.9%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
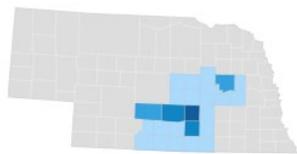
County	2022 Jobs
Hall County, NE	331
Buffalo County, NE	239
Adams County, NE	204
Platte County, NE	142
Dawson County, NE	107

Most Jobs are Found in the Local Government, Excluding Education and Hospitals Industry Sector
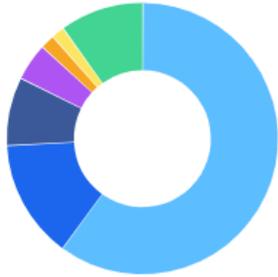
Industry	% of Occupation in Industry (2022)
● Local Government, Excluding Education and Hospitals	59.9%
● State Government, Excluding Education and Hospitals	14.2%
● Investigation and Security Services	8.2%
● Education and Hospitals (Local Government)	4.5%
● Education and Hospitals (State Government)	1.7%
● Federal Government, Military	1.5%
● Other	10.0%

Compensation

Regional Compensation Is 17% Higher Than National Compensation

For your occupations, the 2021 median wage in your area is $23.28/hr, while the national median wage is $19.90/hr.

Job Posting Activity

303 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.

30 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

22 Day Median Duration

Posting duration is 5 days shorter than what's typical in the region.

● Monthly Unique Postings   ● Estimated Hires Per Month*
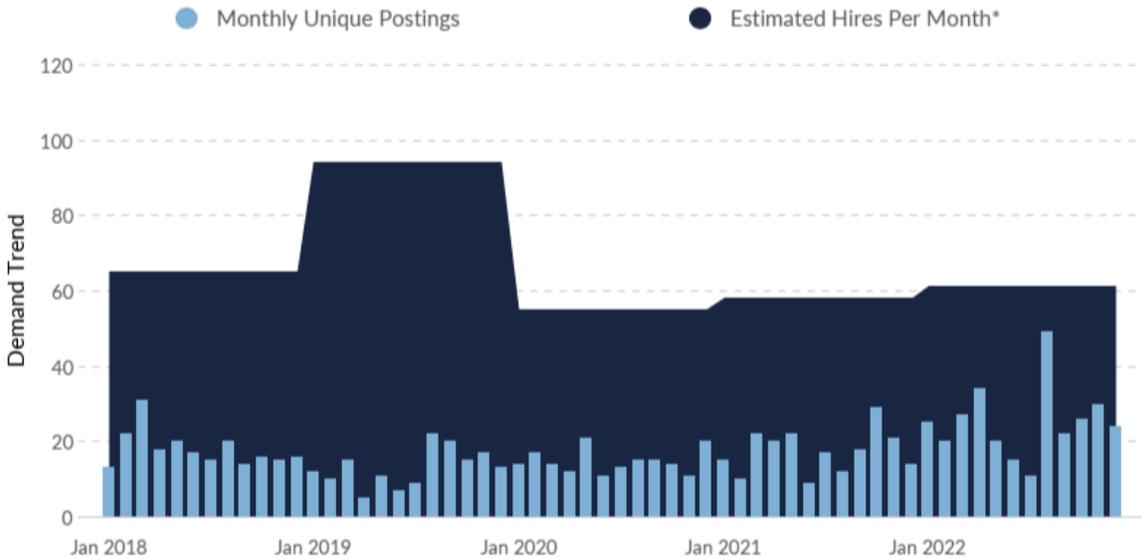
Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Security Guards	15	29
Probation Officers and Correctional Treatment Specialists	5	3
Police and Sheriff's Patrol Officers	4	16
Protective Service Workers, All Other	1	4
Correctional Officers and Jailers	1	9

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings	
Allied Universal	71		Security Officers	59	
State of Nebraska	56		Campus Safety Officers	26	
GardaWorld	27		Probation Officers	20	
Hastings College	26		Campus Security Officers	17	
Securitas	17		Specialized Probation Offic	17	
U.S. Customs And Border P	11		Hospital Security Officers	16	
Agtac Services	8		Juvenile Probation Officers	15	
SOC	7		Security Guards	15	
American Security & Invest	5		Deputy Sheriffs	11	
Hall County Sheriff Deputy	4		Police Officers	10	

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings ● Frequency in Profiles
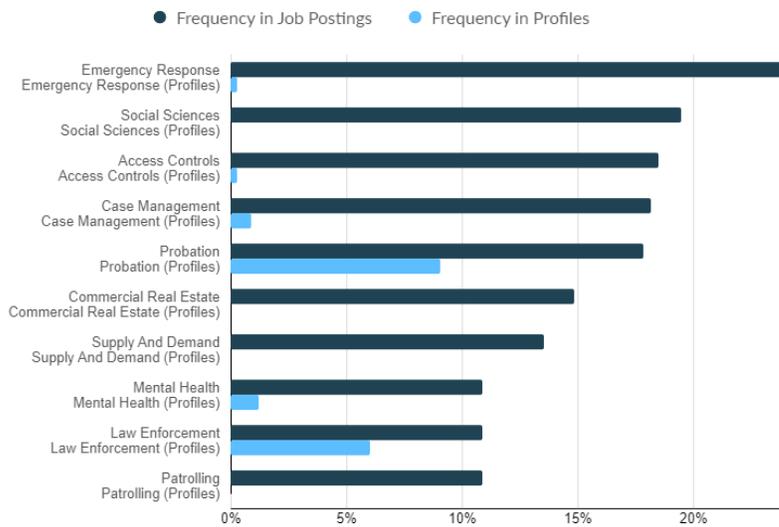
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Emergency Response	73	24%	1	0%
Social Sciences	59	19%	0	0%
Access Controls	56	18%	1	0%
Case Management	55	18%	3	1%
Probation	54	18%	30	9%
Commercial Real Estate	45	15%	0	0%
Supply And Demand	41	14%	0	0%
Mental Health	33	11%	4	1%
Law Enforcement	33	11%	20	6%
Patrolling	33	11%	0	0%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low
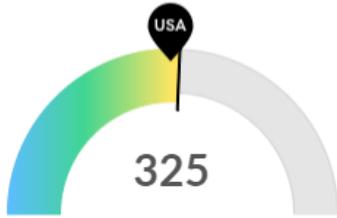
325
Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 312* employees 55 or older, while there are 325 here.
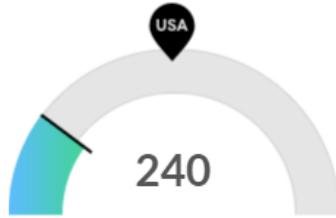
240
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 730* racially diverse employees, while there are 240 here.
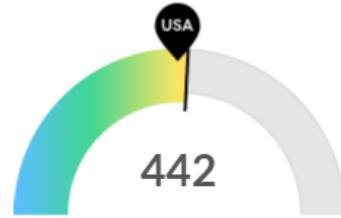
442
Gender Diversity

Gender diversity is about average in your area. The national average for an area this size is 421* female employees, while there are 442 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.9%	13
19-24	9.6%	142
25-34	26.5%	392
35-44	24.1%	357
45-54	16.8%	249
55-64	16.3%	242
65+	5.7%	84

Occupation Race/Ethnicity Breakdown
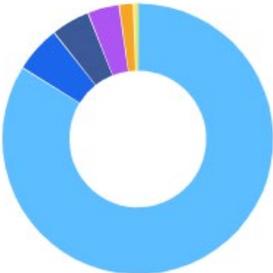
		% of Jobs	Jobs
●	White	83.8%	1,238
●	Hispanic or Latino	5.6%	83
●	Black or African American	4.6%	68
●	Two or More Races	3.8%	56
●	American Indian or Alaska Native	1.7%	25
●	Asian	0.6%	9
●	Native Hawaiian or Other Pacific Islander	0.0%	0

Occupation Gender Breakdown

		% of Jobs	Jobs
●	Males	70.1%	1,037
●	Females	29.9%	442

Graduate Pipeline

3 Programs

Of the programs that can train for this job, 3 have produced completions in the last 5 years.

222 Completions (2021)

The completions from all regional institutions for all degree types.

165 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)
43.0104	Criminal Justice/Safety Studies	171
44.0701	Social Work	44
45.0401	Criminology	7

Top Schools	Completions (2021)
Central Community College	146
University of Nebraska at Kearney	69
Hastings College	7

2023 Summary of EMSI Q4 2022 Data Set:

While there are fewer jobs in our area, the job growth rate is higher in the CCC Service area of +3.6% annually versus National Average of +3.4% but is lower than the Nebraska Average of +4.9%. The average hourly rate of $23.28/hr. is higher in the CCC service area versus National Average of $19.90/hr. Advertisements of job openings for the CRIM related activities accounted for 41% of total jobs available in the Service Area. The most soft-after skills were Emergency Response, Social Sciences, Access Controls, Case Management, Probation, Mental Health, Law Enforcement Patrolling. The report indicates a large disparity in Racial Diversity of only 12% versus National Average of 25%. Also lack of Gender Diversity. Graduates of CCC represent 16% of total graduates in the Service Area. Criminal Justice Degree graduates in Service Area represent 13% (146/1098) of all Programs.

A. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	6	8	12	22	18	13.2
Diploma	7	13	17	18	35	18.0
Certificate	20	40	59	106	105	66.0
Total Awards	33	61	88	146	158	97.2
# Of Unduplicated Graduates	15	32	51	82	93	54.6

2023 Summary of Awards (2021-22 data):
We continue to see growth in total awards granted with a slight fluctuation between the different category of awards. Over the last 5 years we have seen more than a triple in all categories of awards that include Degrees, Diplomas and Certificates. The gains can be attributed to higher enrollment along with higher completion rates caused by focusing on student success and engagement. Hands on as well as Instructor involvement on all campuses and learning centers also helped grown these numbers.

b. Student Credit Hours Produced per Faculty FTE

	2017-18	2018-19	2019-20	2020-21	2021-22	5-year average*
Student Credit Hours (SCH)	806	1257	1854	2800	2859	**1915.2**
Faculty Full-time Equivalency (FTE)	1.91	1.96	4.53	4.41	4.48	**3.46**
SCH/Faculty FTE	421.99	641.33	409.27	634.92	638.17	**553.53**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
We have seen more than a doubling of the Student Credit Hours per Faculty even with growing from one full-time instructor to 3 which was filled last year. This can be continued to continued enrollment which has grown more than three times as what it was 5 years ago.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Drafting and Design Technology

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on **May 18, 2023**
  - the governing board's action was:

Signed: _____   _____
             (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		1094	1077	1248	1182	1290	1178.2
Faculty Full-time Equivalency (FTEF)*		3.67	3.76	3.89	3.32	3.37	3.6
SCH/Faculty FTE		298.09	286.44	320.82	356.02	382.79	327.28
Number of Degrees and Awards *(list degrees/ awards separately)*	**AAS**	17	17	20	12	25	18.2
	Diploma	18	27	21	25	33	24.8
	Certificate	21	17	21	26	11	19.2
	Total Awards	56	61	62	63	69	62.2
	# of Unduplicated Graduates	33	41	34	36	39	36.6

*By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____
For CCPE use: reviewer/date

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

☐ Program is critical to the role and mission of the institution (detailed explanation).

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Drafting and Design Technology

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, <mark>05/18/202</mark>3-*pending*

Renee DeWyke – Program Faculty
Gene Friesen – Program Faculty
Amy Stuart – Program Faculty

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Drafting and Design Technology
Program Review Summary – Dr. Nate Allen

The Drafting and Design Technology (DSGN) program continues to be a successful program within the Career and Technical Sciences division at Central Community College serving the architectural, manufacturing, and structural steel industries across our twenty-five-county service area with three full-time instructors located on the Hastings and Grand Island campuses.

Student are exposed to several software programs while progressing through the program course sequence, AutoCAD, Computer-Aided Design, SolidWorks, Bill of Materials, Autodesk Revit, Manufacturing Processes, 3D Modeling, AutoCAD Civil 3D, Calipers, and Supply and Demand. Three program specializations in architectural, manufacturing, and structural steel prepare drafting students to be marketable and prepared to work in the variety of drafting and design industries. The number of available jobs in our service area has increased significantly for the Drafting and Design career field over the last two years according to our advisory board members, despite the data showing the need for jobs in this program area has decreased slightly according to ESMI data.

The awards within the DSGN program at CCC have had a steady increase with a five-year average of 62 total awards received by our graduates. The program continues to provide a laddered structure of program awards with the addition of two certificates in 2023 totaling three certificates, one diploma, and an AAS degree. Over the past five years, the number of degrees awarded annually have ranged from 12-25 with a five-year average of 18.2.

The faculty are working with local industry to reach a more comparable pay wage compared to the state and national averages. Discussions about pay increases have helped increase part-time students, apprenticeship opportunities and dual degrees within our DSGN and Advanced Manufacturing Design Technology (AMDT) programs. Our DSGN Manufacturing faculty and AMDT programs are working on more efficient paths of crossover training to allow our students to have an enhanced resume upon graduation with dual AAS degrees. Also, on the Hastings campus the DSGN program has purchased a handheld 3D scanner along with the metal 3D printer. These processes are being incorporated into the DSGN program.

The Drafting and Design Technology program meets the minimum thresholds for student credit hours, student credit hours to full-time equivalent faculty (FTEF) ratio, and number of graduates. Career and Technical Sciences leadership recommends continuation of the program.

I. Program: Drafting & Design Technology (DSGN)

II.   College Mission: Central Community College maximizes student and community success.

III.   College Vision: The Best Choice –

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV.   Program Mission Statement: The Drafting & Design Technology program will provide highly skilled technicians to the local and area workforce.

V.   Program Vision Statement: The Drafting & Design Technology program will have a clearly defined program of study with specializations in Architectural Design and Documentation, Structural Steel Detailing, Manufacturing Drafting & Design Technology, and academic transfer. The curriculum will be designed to produce associate degree graduates that are ready to enter employment or transfer to 4-year engineering, architectural, or educational programs.

The Drafting & Design Technology program will use state-of-the-art hardware and software in attractive lab environments that are well maintained and reflect a professional working environment.

The Drafting & Design Technology program will be a regional leader in the delivery of graphical communications curriculum.

The Drafting & Design Technology program will implement and integrate new areas of study in parametric design, scanning and reverse engineering, 3-dimensional drawing, computer aided design and manufacturing, structural steel detailing, and online learning.

The Drafting & Design Technology program will be a significant contributor for the economic development of Central Nebraska by providing highly skilled technicians who can bring new technologies to the region.

EMSI Q4 2022 Data Set
EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

<u>1 Occupation</u>

Drafters (17-3010)

Executive Summary
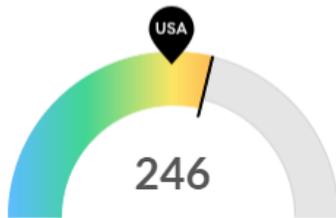
Light Job Posting Demand Over a Deep Supply of Regional Jobs

USA — 246 — Jobs (2022)

Your area is a hotspot for this kind of job. The national average for an area this size is 199* employees, while there are 246 here.
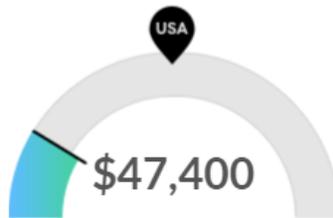
USA — $47,400 — Compensation

Earnings are low in your area. The national median salary for Drafters is $59,546, compared to $47,400 here.
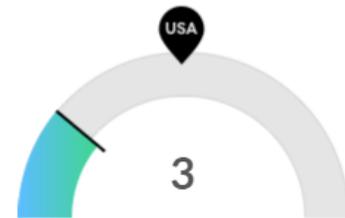
USA — 3 — Job Posting Demand

Job posting activity is low in your area. The national average for an area this size is 7* job postings/mo, while there are 3 here.

*National average values are derived by taking the national value for Drafters and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

An average area of this size typically has 199* jobs, while there are 246 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.
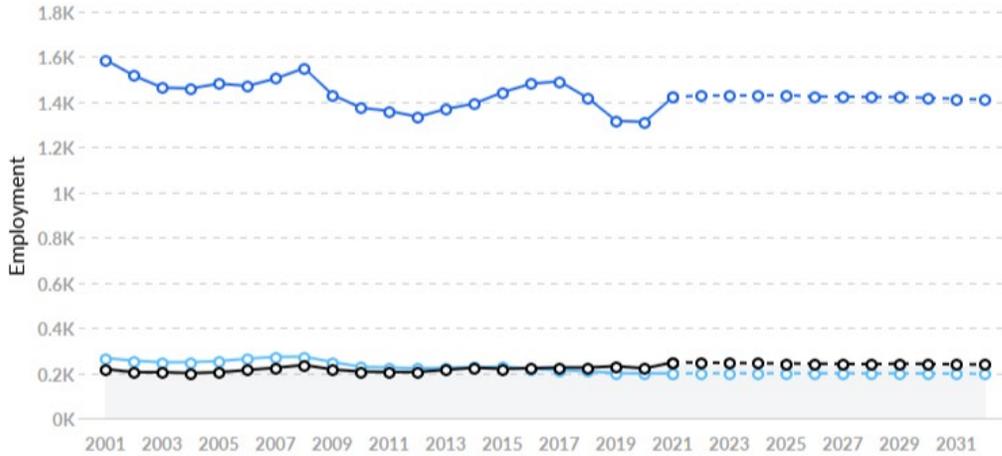
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	246	240	-6	-2.3%
●	National Average	199	199	0	0.0%
●	Nebraska	1,428	1,424	-4	-0.3%

*National average values are derived by taking the national value for Drafters and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
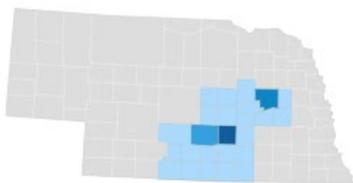
County	2022 Jobs
Hall County, NE	100
Platte County, NE	78
Buffalo County, NE	33
Adams County, NE	<10
Hamilton County, NE	<10

Most Jobs are Found in the Architectural, Engineering, and Related Services Industry Sector

Industry	% of Occupation in Industry (2022)
Architectural, Engineering, and Related Services	26.9%
Architectural and Structural Metals Manufacturing	18.0%
Agriculture, Construction, and Mining Machinery Manufacturing	14.0%
Building Equipment Contractors	5.6%
Veneer, Plywood, and Engineered Wood Product Manufacturing	4.4%
Other Fabricated Metal Product Manufacturing	3.9%
Other	27.1%

Compensation

Regional Compensation Is 20% Lower Than National Compensation

For Drafters, the 2021 median wage in your area is $22.79/hr, while the national median wage is $28.63/hr.

Job Posting Activity

31 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.

15 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

22 Day Median Duration

Posting duration is 5 days shorter than what's typical in the region.

● Monthly Unique Postings   ● Estimated Hires Per Month*
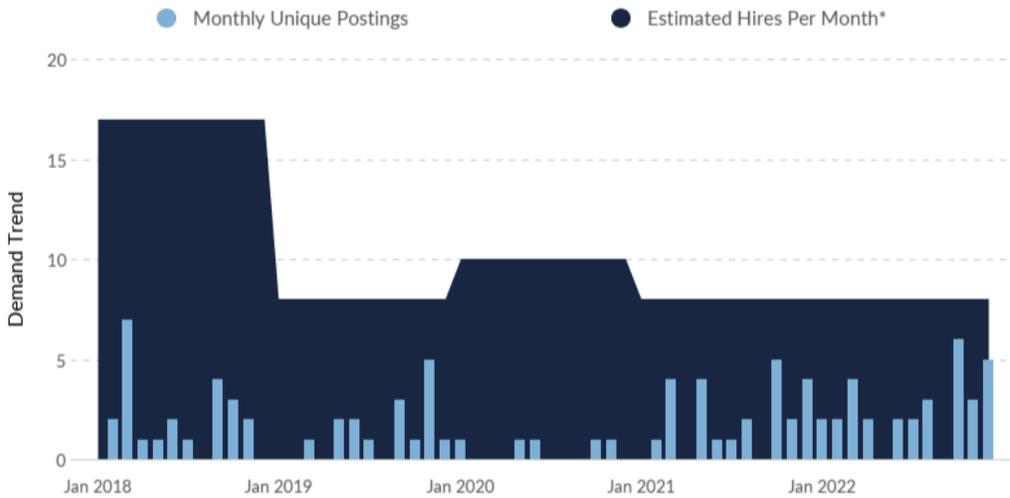
Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Drafters	3	8

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings
Chief Industries	5
Olsson	3
Actalent	2
Nebraska Public Power Dis!	2
Olsson Associates	2
Timpte	2
Associated Staffing	1
BD	1
Columbus Hydraulics Comp	1
Essential Personnel	1

Top Job Titles	Unique Postings
Drafters	12
Development Technicians	3
Structural Drafters	3
BIM Detailers	2
Mechanical Designers	2
Survey CAD Technicians	2
Additive Manufacturing En	1
Architectural CAD Technici	1
CAD Drafters	1
Controls Designers	1

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings ● Frequency in Profiles
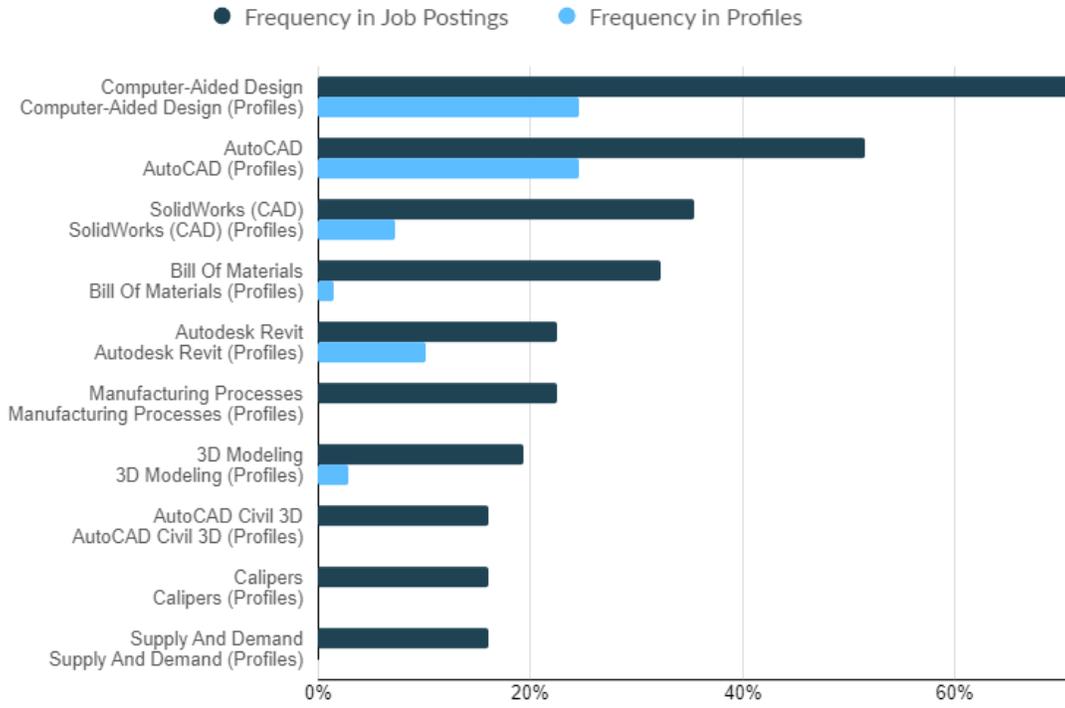
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Computer-Aided Design	22	71%	17	25%
AutoCAD	16	52%	17	25%
SolidWorks (CAD)	11	35%	5	7%
Bill Of Materials	10	32%	1	1%
Autodesk Revit	7	23%	7	10%
Manufacturing Processes	7	23%	0	0%
3D Modeling	6	19%	2	3%
AutoCAD Civil 3D	5	16%	0	0%
Calipers	5	16%	0	0%
Supply And Demand	5	16%	0	0%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low

68

Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 62* employees 55 or older, while there are 68 here.

28

Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 62* racially diverse employees, while there are 28 here.

50

Gender Diversity

Gender diversity is about average in your area. The national average for an area this size is 52* female employees, while there are 50 here.

*National average values are derived by taking the national value for Drafters and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.5%	1
19-24	7.7%	19
25-34	24.0%	59
35-44	22.0%	54
45-54	18.3%	45
55-64	21.0%	52
65+	6.4%	16

Occupation Race/Ethnicity Breakdown

		% of Jobs	Jobs
●	White	88.8%	219
●	Hispanic or Latino	8.8%	22
●	Asian	1.0%	2
●	Two or More Races	0.5%	1
●	Black or African American	0.5%	1
●	American Indian or Alaska Native	0.4%	1
●	Native Hawaiian or Other Pacific Islander	0.0%	0

Occupation Gender Breakdown

		% of Jobs	Jobs
●	Males	79.9%	197
●	Females	20.1%	50
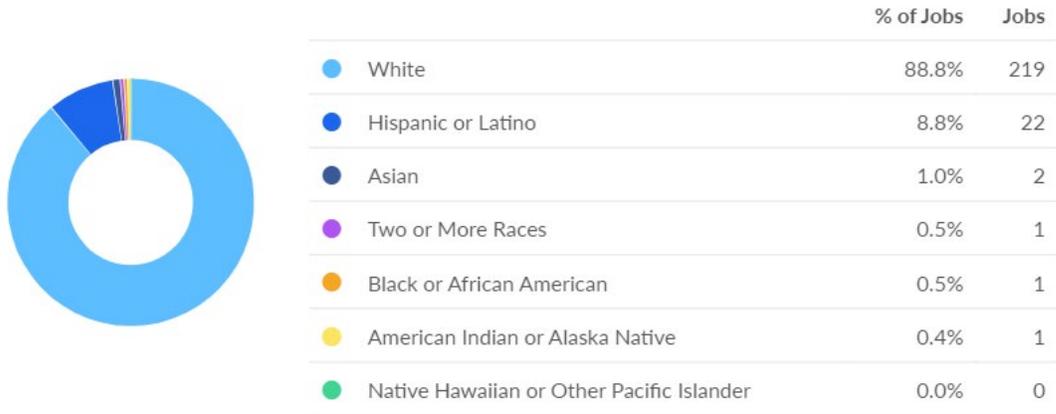
Graduate Pipeline

2 Programs

Of the programs that can train for this job, 2 have produced completions in the last 5 years.

63 Completions (2021)

The completions from all regional institutions for all degree types.

26 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)	
15.1301	Drafting and Design Technology/Technician, General	63	

Top Schools	Completions (2021)	
Central Community College	63	

2023 Summary of EMSI Q4 2022 Data Set:
Our service area is a unique area in that it is a hotspot for drafting careers, yet it falls well below the national average for salary. Approximately, around 2019 there was a dip in employment for the drafting career field, creating a well-known shortage of drafters to fill a multitude of spots left open by early retirements, illness and other reasons. The EMSI data provided above proves that not only were many drafting jobs created in the region and unfulfilled, but it also displayed that the drafting careers in our service area pay approximately $12,000 less a year than the national average. With 178 jobs in Hall and Platte Counties alone, this represents the need for drafting programs in our mid-Nebraska service area to support these career vacancies. Currently we provide these programs in Hall and Adams County only. In the data provided it shows advertisements of job openings for DSGN/Drafting has only one related activity so all 38 unique job postings under 24 employers represents the total jobs available in the service area. Even though there is only one main related activity, there is a list of desired specialized skills which consist of; Computer-Aided Design, AutoCAD, SolidWorks (CAD), Bill of Materials, Autodesk Revit, Manufacturing Processes, 3D Modeling, AutoCAD Civil 3D, Calipers, and Supply and Demand. No matter the specialty requested, there is still evidence indicating a huge disparity in racial diversity of only 11% versus national average of 25%, as well as a lack of gender diversity. The 69 Graduates of CCC represent all graduates in the Service Area. DSGN/Drafting degree graduates in our service area represent 2.2% (69/1640) of all programs.

B. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	17	17	20	12	25	18.2
Diploma	18	27	21	25	33	24.8
Certificate	21	17	21	26	11	19.2
Total Awards	56	61	62	63	69	62.2
# Of Graduates	33	41	34	36	39	36.6

Awards
2023 Summary of Awards (2021-22 data):
The number of available jobs in our service area has increased significantly for the Drafting and Design career field over the last two years. The awards within the DSGN program at CCC have had a steady increase, unfortunately not enough to cover the immediate high demand from our local employers. Evidence provided by the EMSI Q4 2022 indicates the hourly income for drafters in our service area are not increasing as fast as the national level. This slow increase in hourly wages is creating a situation for our students to seek additional degrees along with the DSGN awards to increase their job prospects. Over the past six months local employers have reached out to the faculty at CCC on how they can increase their incentives for new employees. Many of these

employers are following through with different incentive programs such as the CCC apprenticeship program that allows for students to work while going to school and receive full benefits. Another incentive that multiple local employers are taking initiative in is raising their starting wage by an average of $5.00 an hour. The faculty at CCC along with the local employers hope these incentives will increase the rate of availability to fill the high demand of open drafting positions. In retrospect the increase of the drafting shortage was enhanced by the onset of COVID-19. During the pandemic, many employers lost employees due to illness, early retirement or simply wanting a more positive work environment. The faculty of the DSGN program at CCC hope that the increase in wages will continue to rise and close the gap with the national standards so the needs of our local employers can be met with our graduating students.

b.   Student Credit Hours Produced per Faculty FTE

	2017-18	2018-19	2019-20	2020-21	2021-22	5-year average
Student Credit Hours (SCH)	1094	1077	1248	1182	1290	**1178.2**
Faculty Full-time Equivalency (FTE)	3.67	3.76	3.89	3.32	3.37	**3.6**
SCH/Faculty FTE	298.09	286.44	320.82	356.02	382.79	**327.28**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

Student Credit Hours per Faculty FTE
2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
The student credit hours continued to increase for the 2021-2022 academic year in conjunction with a steady increase of awards being completed within the DSGN program. Faculty is encouraged to see the number of students enrolling and completing the program. This will help support the industry need and reward the local industry for their increase in hourly wages for the incoming drafters.

2023 Summary Statement:
The DSGN faculty continue to grow the dialogue with students on how to enhance their resume by obtaining dual degrees or taking additional elective alpha's. As we witnessed with COVID, any student or employee that can demonstrate multiple skillsets will have a stronger rate of retention with an employer. Taking these multitude of vast skills with them could allow for a higher pay that could assist in bridging the gap from our service area into the national average. The faculty will also continue to have an open discussion with employers in our service area on how to increase that hourly wage, so students and prospective employees see a desire to enter the workforce with a degree in the DSGN area.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Environmental Health and Safety

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on <mark>May 18, 2023</mark>
  - the governing board's action was:

Signed: _____   _____

       (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		30	78	99	75	135	83.4
Faculty Full-time Equivalency (FTEF)*		.14	.36	.21	.43	.43	.31
SCH/Faculty FTE		214.29	216.67	471.43	174.42	313.95	269.03
Number of Degrees and Awards ***(list degrees/ awards separately)***	**AAS**	0	0	1	0	2	.8
	Diploma	0	0	1	1	1	.8
	Certificate	0	2	2	5	1	2.5
	Total Awards	0	2	4	6	4	4.0
	# of Unduplicated Graduates	0	2	3	6	3	3.5

*By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

                                                    _____
                                                    For CCPE use: reviewer/date

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

[x] Program is critical to the role and mission of the institution (detailed explanation).

The Environmental Health and Safety (ENHS) Program is critical to Central Community College's mission of maximizing community and student success through preparing student for employment as front-line health and safety technicians and managers in industries throughout Nebraska. The program is designed for students instructed in careers in safety, industrial environmental regulations and compliance, hazardous materials handling and safe storage in industrial, medical and educational environments. The ENHS program at Central is relatively new beginning in Spring 2016. Central began the program with two part-time faculty members and partners with another program to assist with recruiting to the program. Health and safety are a priority for all leaders and employers in our communities and is therefore an essential component in the program of work at Central Community College. Students enrolled in the ENHS program are already in the workforce and are working full-time. These students have identified that environmental and safety related positions are an interest and also an opportunity for advancement to excel in their workplace and are enrolled at Central to improve their skillset. Because these students are working full-time, the students are able to enroll at Central on a part-time basis for 6 credit hours per semester. Central has developed a plan for students to complete the ENHS program at 6 credits per semester. Central continues to be committed to our ENHS program.

[ ] Program contains courses supporting general education or other programs (detailed explanation).

[ ] Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

[ ] Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

[ ] Program provides unique access to an underserved population or geographical area (explain).

‾‾

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Environmental Health and Safety

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, 05/18/2023-*pending*

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Environmental Health and Safety
Program Review Summary – Dr. Nate Allen

The Environmental Health and Safety (ENHS) program is one of twenty programs in the Career and Technical Sciences division at Central Community College (CCC), serving the Environmental Health and Safety industry with two adjunct instructors teaching courses online. This program is designed for students interested in pursuing a career in safety, industrial environmental regulations and compliance, hazardous materials handling and safe storage in industrial, medical, and educational environments. Many of the students in the program are already in the field and enrolled part-time.

Economic Modeling Specialist International (EMSI) data suggests a steady increase in opportunity for students of Environmental Health and Safety (ENHS). As noted previously, most are already employed.

EMSI data indicates that the number of ENHS jobs is higher in the Central Community College (CCC) service area than the national average of ENHS jobs in similar sized areas. In the CCC service area, 52 unique job postings were generated, by 25 employers, for job openings for ENHS related activities. The professional skills that are most in demand were Environment Health and Safety, Occupational Safety and Health Administration (OSHA), Food Safety and Sanitation, Hazard Analysis, Safety Training, Auditing, Occupational Safety and Health Hazard Analysis and Critical Control Points (HACCP), Animal Health, and Consumer Protection. This data demonstrates a need for a continual stream of qualified ENHS workers, which the CCC ENHS program can provide.

The CCC ENHS program is retaining students at a consistent rate and employers need skilled ENHS workers, and are willing to assist them, by giving them funds for their tuition and encouraging them to complete their degrees. Because of its convenient online format, the CCC ENHS program continues to appeal especially to nontraditional students and attract students from not only the CCC service area but also students from outside of the area, and even from out of state. The ENHS program continues to provide a laddered structure of program awards with a certificate, a diploma, and an AAS degree.

Based upon the number of needed jobs, support from local industry by way of incentives for ENHS students, the convenient online class format, and its appeal to nontraditional students and students wanting to advance their careers, Career and Technical Sciences leadership recommends continuation of the program.

I.   **Program: <u>Environmental Health and Safety (ENHS)</u>**

II. **College Mission:** *Central Community College maximizes student and community success.*

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV. **Program Mission Statement:** The Environmental Health and Safety Technology Program strives to maximize student and industry success.

V.   **Program Vision Statement:** The Environmental Health & Safety program will prepare students for employment as front-line health & safety technicians or managers required in many industries throughout the Midwest. This program is designed for students interested in pursuing a career in safety, industrial environmental regulations and compliance, hazardous materials handling and safe storage in industrial, medical, and educational environments. The Environmental Health & Safety (ENHS) coursework is available through on-line blended delivery leading to certificate, diploma, and degree award options focused on advanced programming in industrial safety.

EMSI Q4 2022 Data Set

EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

2 Occupations

Occupational Health and Safety Specialists (19-5011)
Occupational Health and Safety Technicians (19-5012)

Executive Summary

Light Job Posting Demand Over an Average Supply of Regional Jobs

145
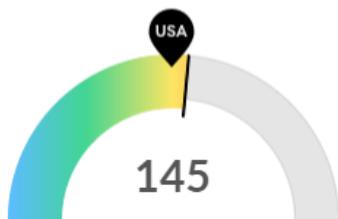
Jobs (2022)

Your area is about average for this kind of job. The national average for an area this size is 133* employees, while there are 145 here.
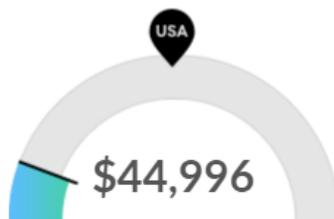
$44,996

Compensation

Earnings are low in your area. The national median salary for your occupations is $73,787, compared to $44,996 here.
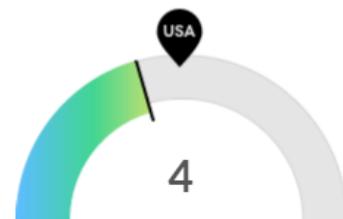
4

Job Posting Demand

Job posting activity is low in your area. The national average for an area this size is 6* job postings/mo, while there are 4 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is About Equal to the National Average

An average area of this size typically has 133* jobs, while there are 145 here.
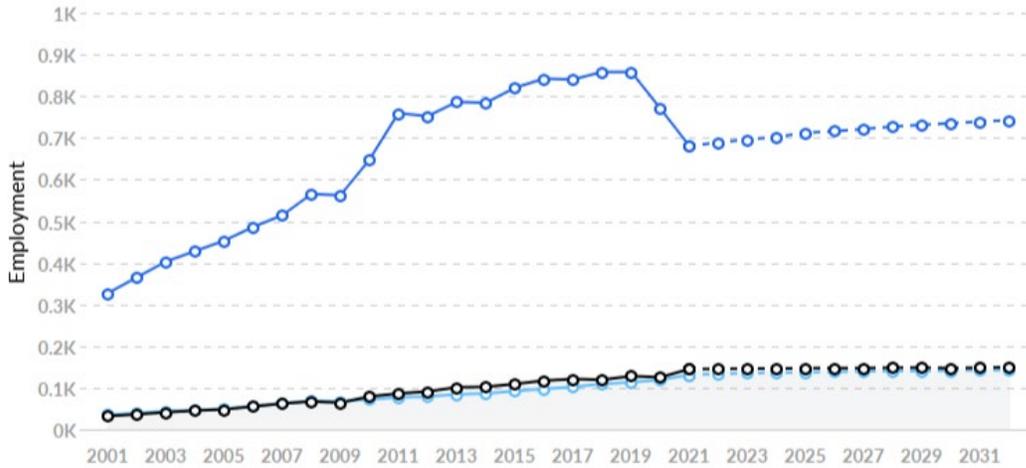
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	145	147	2	1.4%
●	National Average	133	139	5	4.0%
●	Nebraska	689	721	32	4.7%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
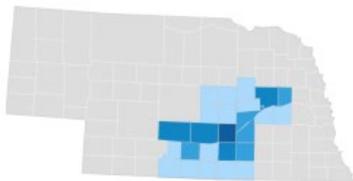
County	2022 Jobs
Hall County, NE	52
Buffalo County, NE	20
Platte County, NE	16
Dawson County, NE	14
Adams County, NE	11

Most Jobs are Found in the Animal Slaughtering and Processing Industry Sector
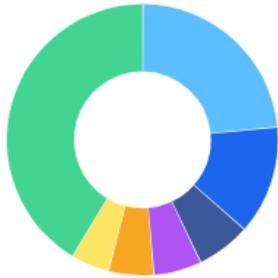
Industry	% of Occupation in Industry (2022)
Animal Slaughtering and Processing	23.4%
Local Government, Excluding Education and Hospitals	13.0%
Management, Scientific, and Technical Consulting Services	6.5%
Federal Government, Civilian	5.7%
Basic Chemical Manufacturing	5.4%
General Freight Trucking	4.6%
Other	41.5%

Compensation

Regional Compensation Is 39% Lower Than National Compensation

For your occupations, the 2021 median wage in your area is $21.63/hr, while the national median wage is $35.47/hr.

Job Posting Activity

52 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.

25 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

22 Day Median Duration

Posting duration is 5 days shorter than what's typical in the region.

● Monthly Unique Postings   ● Estimated Hires Per Month*
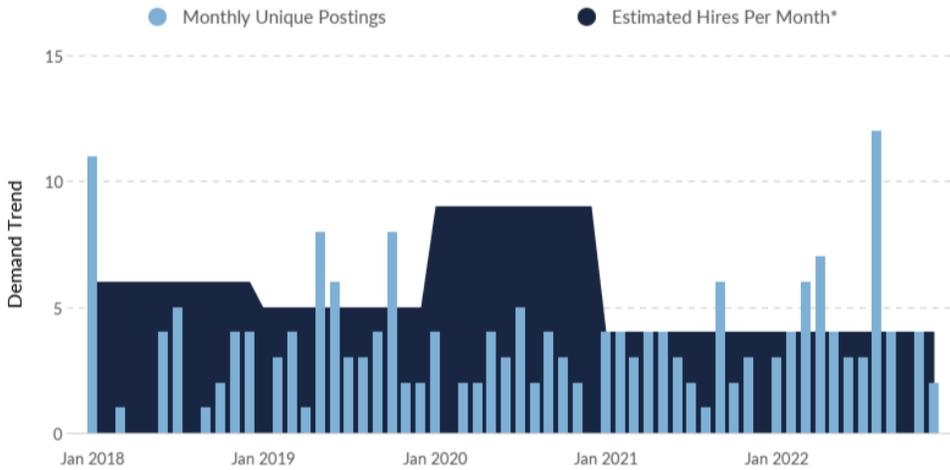
Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Occupational Health and Safety Specialists	3	4
Occupational Health and Safety Technicians	1	0

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings
Food Safety And Inspection	9
State of Nebraska	4
PSSI International	3
Chief Industries	2
Farm Service Agency	2
Green Plains	2
Valero Energy	2
Vishay Intertechnology	2
Associated Staffing	1
BD	1

Top Job Titles	Unique Postings
Consumer Safety Inspector	13
Safety Specialists	7
Environmental Health and S	4
Environmental Health and S	4
Safety Program Managers	4
Field Safety Managers	3
Safety Directors	3
Health and Safety Coordina	2
Safety Coordinators	2
Safety Managers	2

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings   ● Frequency in Profiles
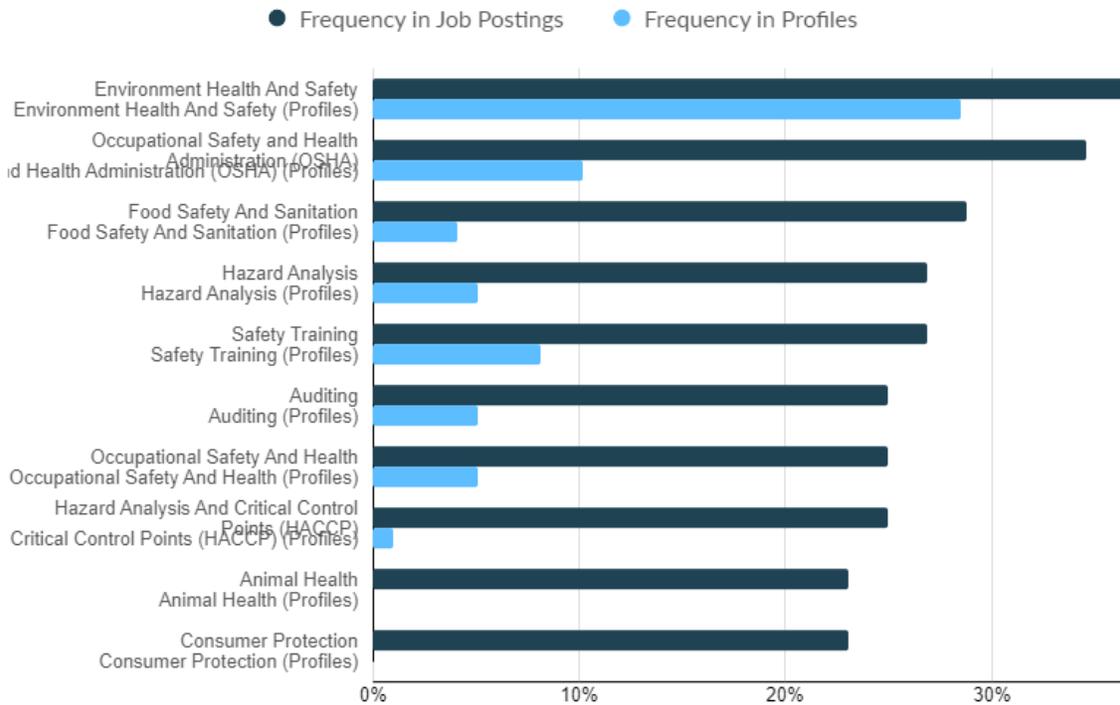
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Environment Health And Safety	19	37%	28	29%
Occupational Safety and Health Administration (OSHA)	18	35%	10	10%
Food Safety And Sanitation	15	29%	4	4%
Hazard Analysis	14	27%	5	5%
Safety Training	14	27%	8	8%
Auditing	13	25%	5	5%
Occupational Safety And Health	13	25%	5	5%
Hazard Analysis And Critical Control Points (HACCP)	13	25%	1	1%
Animal Health	12	23%	0	0%
Consumer Protection	12	23%	0	0%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low
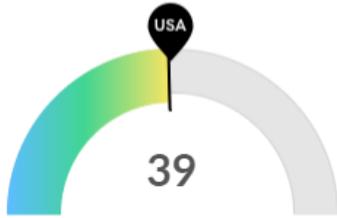
39
Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 40* employees 55 or older, while there are 39 here.
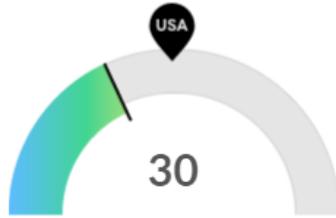
30
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 47* racially diverse employees, while there are 30 here.
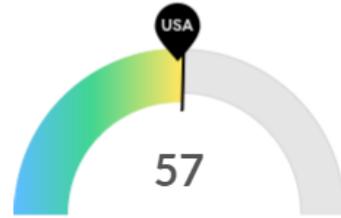
57
Gender Diversity

Gender diversity is about average in your area. The national average for an area this size is 56* female employees, while there are 57 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.3%	0
19-24	6.4%	9
25-34	23.8%	34
35-44	19.7%	29
45-54	22.8%	33
55-64	22.0%	32
65+	5.1%	7

Occupation Race/Ethnicity Breakdown
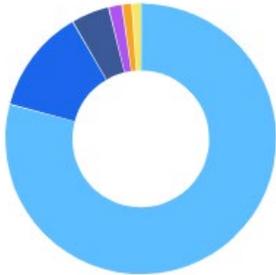
		% of Jobs	Jobs
🔵	White	79.1%	114
🔵	Hispanic or Latino	12.5%	18
🔵	Black or African American	4.5%	7
🟣	Two or More Races	1.6%	2
🟠	Asian	1.2%	2
🟡	American Indian or Alaska Native	1.1%	2
🟢	Native Hawaiian or Other Pacific Islander	0.0%	0

Occupation Gender Breakdown
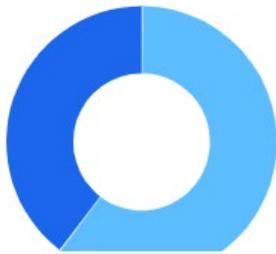
		% of Jobs	Jobs
🔵	Males	60.2%	87
🔵	Females	39.8%	57

Graduate Pipeline

1 Program

Of the programs that can train for this job, 1 has produced completions in the last 5 years.

6 Completions (2021)

The completions from all regional institutions for all degree types.

11 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)	
15.0701	Occupational Safety and Health Technology/Technician	6	▬▬▬

Top Schools	Completions (2021)	
Central Community College	6	▬▬▬

2023 Summary of EMSI Q4 2022 Data Set:
There has been a slight increase of jobs in our area, the job growth rate is higher in the CCC Service area of +1.4% annually versus the National Average of +4.0% and Nebraska's Average of +4.7%. The average hourly rate of $21.63/hr. is lower in the CCC service area versus National Average of $35.47/hr. due to a higher concentration of lower pay in the service area. In the service area, 52 unique job postings were generated, by 25 employers, for job openings for ENHS related activities. The sectors that are most in demand were Environment Health and Safety, Occupational Safety and Health Administration (OSHA), Food Safety and Sanitation, Hazard Analysis, Safety Training, Auditing, Occupational Safety and Health Hazard Analysis and Critical Control Points (HACCP), Animal Health, and Consumer Protection. The report indicates that Racial Diversity is low, 30% versus the National Average of 57%. Also, Gender Diversity compares closely to the National Average. Graduates of CCC represent all completers in the Service Area. ENHS Degree graduates in Service Area represent .5% (6/1098) of all Programs.

B. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	0	-	1	-	2	0.8
Diploma	0	-	1	1	1	0.8
Certificate	0	2	2	5	1	2.5
Total Awards	0	2	4	6	4	4.0
# Of Unduplicated Graduates	0	2	3	6	3	3.5

2023 Summary of Awards (2021-22 data):
A total of 2 AAS awards given out in 2021-22 which is above the 5-yr avg of 0.8. In addition to this, 1 diploma and 1 certificate were also awarded for a total of 4 awards for 2021-22.

b. Student Credit Hours Produced per Faculty FTE

	17-18	18-19	19-20	20-21	22-22	5 yr avg*
Student Credit Hours (SCH)	30	78	99	75	135	**83.4**
Faculty Full-time Equivalency (FTE)	.14	.36	.21	.43	.43	**.31**
SCH/Faculty FTE	214.29	216.6	471.43	174.42	313.95	**269.03**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
*By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
The number of student credit hours in the ENHS program grew from a total of 75 in 2020-2021 to a total of 135 in 2021-2022, this resulted in an increase over the 5-year average of 83.4 credit hours. The ratio then for student contact hours verses faculty full-time hours increased as well.

2023 Summary Statement:
The ENHS technology program has three primary needs. First, to continue updates in the curriculum so that student resource materials stay current, as well as promotional items for trade shows. Second, professional development of faculty have potential positive impacts in all current goals from recruitment, student success, and curriculum relevancy. And third, increase program enrollments, graduations rates, and awards.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Hospitality Management and Culinary Arts

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on **May 18, 2023**
  - the governing board's action was:

Signed: _____   _____
        (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		720	842	824	680	581	729.4
Faculty Full-time Equivalency (FTEF)*		2.61	2.22	2.20	2.73	2.79	2.51
SCH/Faculty FTE		275.86	379.28	374.55	249.08	208.24	290.60
Number of Degrees and Awards *(list degrees/ awards separately)*	**AAS**	7	7	3	13	5	7.0
	Diploma	13	5	17	8	6	9.8
	Certificate	7	26	26	23	23	21.0
	Total Awards	27	38	46	44	34	37.8
	# of Unduplicated Graduates	21	34	34	27	24	28.0

By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____

For CCPE use: reviewer/date

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

☐ Program is critical to the role and mission of the institution (detailed explanation).

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Hospitality Management and Culinary Arts

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, <mark>05/18/2023</mark>-*pending*

Lindsay Higel – Program Director
Dylan Krings – Program Faculty
Kimberly Milovac – Program Faculty

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Hospitality Management and Culinary Arts
Program Review Summary – Dr. Nate Allen

The Hospitality Management and Culinary Art (HMRM) program at Central Community College (CCC) is located on the Hastings campus and provides curriculum specializations in both Culinary Arts and Hospitality Management.

The job demand has grown in the CCC service area, with a higher job growth rate of 16.4% annually compared to the national average of 9.1% and a slightly lower rate than the Nebraska average of 17.5%. However, the average hourly rate of $20.65/hr. in the CCC service area is lower than the national average of $23.61/hr. The most desirable skills for potential employees are restaurant operation, restaurant management, supply and demand, food preparation, food safety and sanitation, food services, marketing, inventory management, operations management, and cooking. The program review plan indicates a slight disparity in racial diversity of 18% versus the national average of 25%, and the data also covers a balanced gender diversity.

Enrollment for the fall 2022 semester shows that more than half of the full-time students are incoming first-year students, and a small percentage of students are part-time. The HMRM department continues to focus on retention efforts to keep students enrolled full-time each semester and complete their AAS in two years. The retention rate improved from the previous year, but there is still room for improvement. Recruiting efforts to increase enrollment are also a focus of the HMRM program.

The HMRM program faculty and staff focus on increasing enrollment and retention of current students. The HMRM completion rate is 77%, up 4% from the previous year. The HMRM program is diligent in student early alert reporting for early intervention which is particularly important in the first semester courses. The faculty and staff are also evaluating rubrics to create a similar look for all HMRM classes. The culinary instructor plans to improve the mystery baskets by being more specific in cooking methods expected during the culinary final to show proficiency in cooking techniques.

HMRM graduates leave the program confident in their professional and technical skills based on graduate surveys but as with many programs there appears to be a gap between graduate perception of skills and perceptions of employers. The program is also working to increase the number of returned employer surveys. The 2019-2020 graduates in the service area are employed full-time at a higher rate rather than continuing their education or gaining part-time employment. HMRM degree graduates in the service area represent 5.2% of all programs, and CCC graduates account for 77% of HMRM completers.

In conclusion, we recommend continuing the HMRM program. The program is committed to increasing enrollment, retention, and ensuring graduates are prepared for successful careers in the hospitality management and culinary arts industries.

I. **Program:**   <u>**Hospitality Management and Culinary Arts**</u>

II. **College Mission:** Central Community College maximizes student and community success.

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV. **Program Mission Statement:** The Hospitality Management and Culinary Arts program will provide students an education using the cutting edge of culinary practice and reflecting the needs of the hotel and restaurant industry.

EMSI Q4 2022 Data Set

EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

<u>6 Occupations</u>

Food Service Managers (11-9051)
Lodging Managers (11-9081)
Meeting, Convention, and Event Planners (13-1121)
Chefs and Head Cooks (35-1011)
First-Line Supervisors of Entertainment and Recreation Workers, Except Gambling Services (39-1014)
First-Line Supervisors of Personal Service Workers (39-1022)

Executive Summary

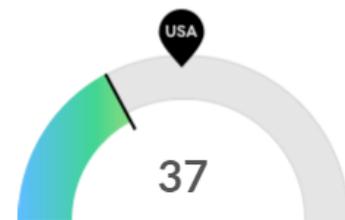Light Job Posting Demand Over a Thin Supply of Regional Jobs

558
Jobs (2022)

$42,958
Compensation

37
Job Posting Demand

Your area is not a hotspot for this kind of job. The national average for an area this size is 850* employees, while there are 558 here.
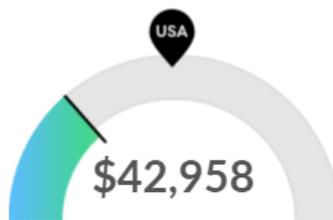
Earnings are low in your area. The national median salary for your occupations is $49,112, compared to $42,958 here.

Job posting activity is low in your area. The national average for an area this size is 60* job postings/mo, while there are 37 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

## Regional Employment Is Lower Than the National Average

An average area of this size typically has 850* jobs, while there are 558 here. This lower than average supply of jobs may make it more difficult for workers in this field to find employment in your area.
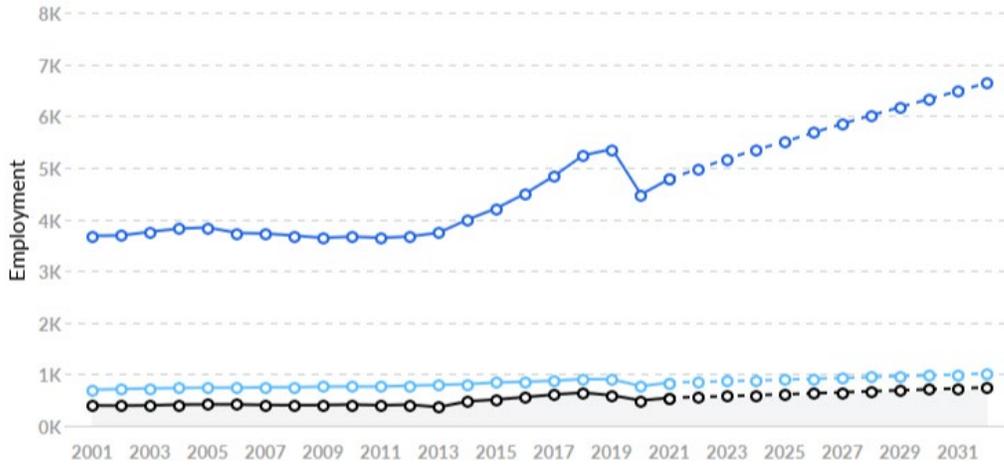
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	558	649	91	16.4%
●	National Average	850	927	78	9.1%
●	Nebraska	4,980	5,850	870	17.5%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
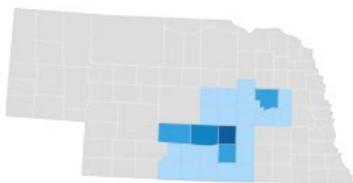
County	2022 Jobs
Hall County, NE	170
Buffalo County, NE	124
Platte County, NE	60
Adams County, NE	56
Dawson County, NE	32

Most Jobs are Found in the Restaurants and Other Eating Places Industry Sector

Industry	% of Occupation in Industry (2022)
🔵 Restaurants and Other Eating Places	38.6%
🔵 Traveler Accommodation	11.9%
🔵 Local Government, Excluding Education and Hospitals	8.3%
🟣 Other Amusement and Recreation Industries	7.4%
🟠 Drinking Places (Alcoholic Beverages)	3.4%
🟡 Special Food Services	3.3%
🟢 Other	27.0%

Compensation

Regional Compensation Is 13% Lower Than National Compensation

For your occupations, the 2021 median wage in your area is $20.65/hr, while the national median wage is $23.61/hr.

Job Posting Activity

438 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.
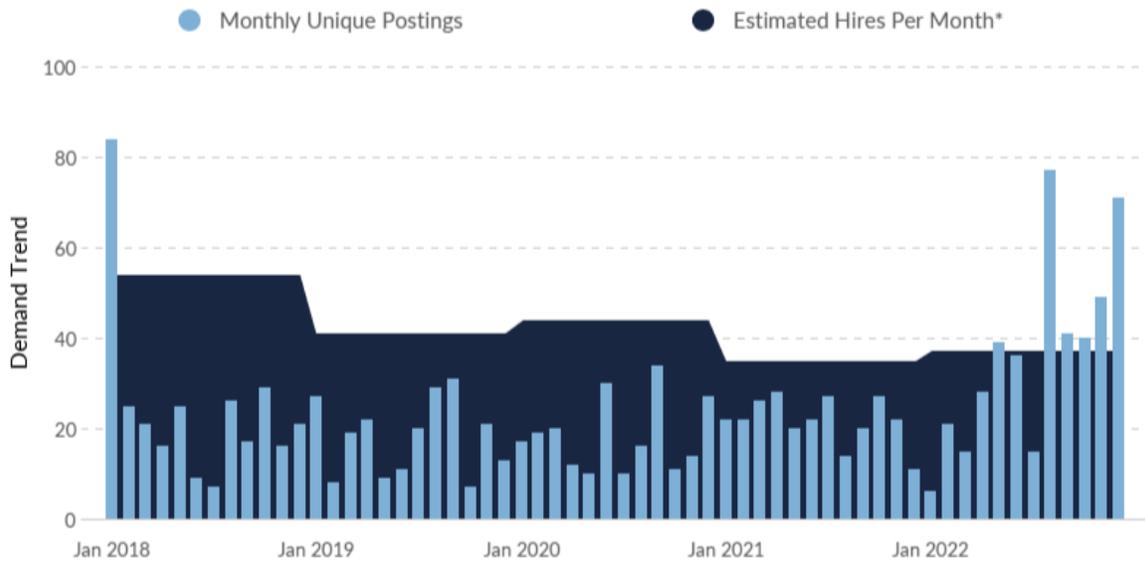
86 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

32 Day Median Duration

Posting duration is 5 days longer than what's typical in the region.

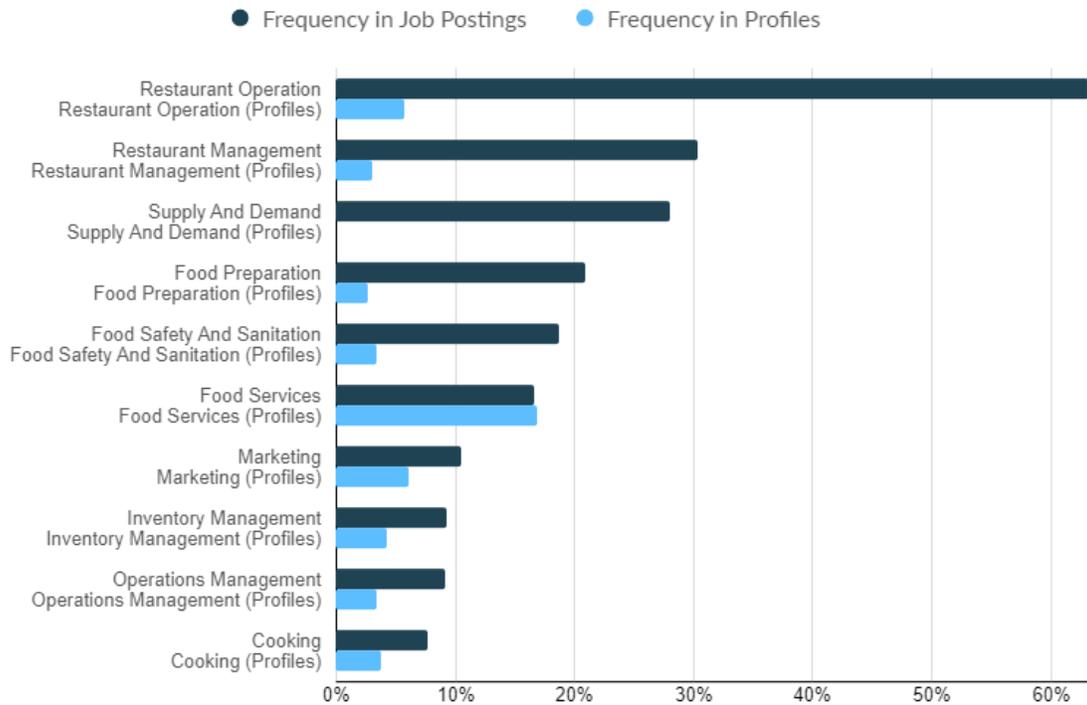| Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Food Service Managers	32	15
Meeting, Convention, and Event Planners	2	4
Chefs and Head Cooks	1	7
Lodging Managers	1	4
First-Line Supervisors of Personal Service Workers	0	2

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings	
Pizza Hut	76	▬▬▬	Pizza Cooks	54	▬▬
Staab Management	26	▬	Assistant Managers	49	▬▬
Bosselman Enterprises	21	▬	Restaurant General Manage	45	▬▬
Pacpizza	20	▬	Shift Managers	35	▬▬
Raising Cane's	20	▬	General Managers	26	▬▬
Sonic Drive-In	18	▬	Assistant Restaurant Manag	20	▬
Taco Bell	16	▬	Restaurant Managers	16	▬
Arby's	13	▬	Assistant General Managers	14	▬
McDonald's	12	▬	Food Service Directors	10	▬
Starbucks	10	▬	Food Court Managers	9	▬

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings   ● Frequency in Profiles

| Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Restaurant Operation	277	63%	15	6%
Restaurant Management	133	30%	8	3%
Supply And Demand	123	28%	0	0%
Food Preparation	92	21%	7	3%
Food Safety And Sanitation	82	19%	9	3%
Food Services	73	17%	44	17%
Marketing	46	11%	16	6%
Inventory Management	41	9%	11	4%
Operations Management	40	9%	9	3%
Cooking	34	8%	10	4%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low
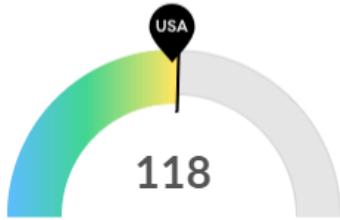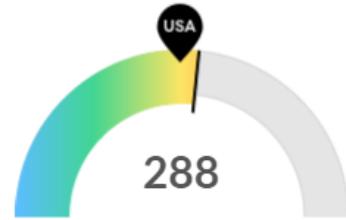
118
Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 115* employees 55 or older, while there are 118 here.
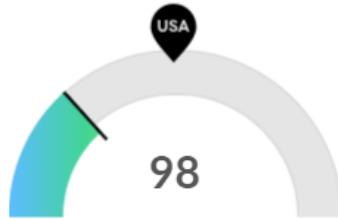
98
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 219* racially diverse employees, while there are 98 here.
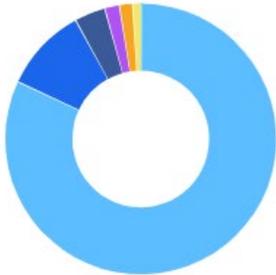
288
Gender Diversity

Gender diversity is about average in your area. The national average for an area this size is 262* female employees, while there are 288 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

		% of Jobs	Jobs
●	14-18	1.6%	9
●	19-24	10.0%	54
●	25-34	23.2%	126
●	35-44	23.8%	129
●	45-54	19.7%	107
●	55-64	15.4%	83
●	65+	6.4%	35

Occupation Race/Ethnicity Breakdown

		% of Jobs	Jobs
●	White	81.9%	444
●	Hispanic or Latino	10.1%	54
●	Asian	3.7%	20
●	Black or African American	1.7%	9
●	Two or More Races	1.6%	9
●	American Indian or Alaska Native	1.0%	5
●	Native Hawaiian or Other Pacific Islander	0.1%	0

Occupation Gender Breakdown

		% of Jobs	Jobs
●	Males	46.8%	253
●	Females	53.2%	288

Graduate Pipeline

5 Programs

Of the programs that can train for this job, 5 have produced completions in the last 5 years.

57 Completions (2021)

The completions from all regional institutions for all degree types.

78 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)
12.0504	Restaurant, Culinary, and Catering Management/Manager	44
52.0101	Business/Commerce, General	7
52.1401	Marketing/Marketing Management, General	6

Top Schools	Completions (2021)
Central Community College	44
Hastings College	13

2023 Summary of EMSI Q4 2022 Data Set:

Job demand has grown in our area: the job growth rate is higher in the CCC Service area with +16.4% annually versus National Average of +9.1% and slightly under the Nebraska Average of +17.5%. The average hourly rate of $20.65/hr. is lower in the C.C.C. Service Area versus the National Average of $23.61/hr. due to higher concentrations of lower pay for all fields in the CCC Service area and lower number of available openings. Advertisements of job openings for HMRM related activities accounted for 438 job postings, from 86 employers in the Service Area. The most desirable skills for potential employees were Restaurant Operation, Restaurant Management, Supply and Demand, Food Preparation, Food Safety and Sanitation, Food Services, Marketing, Inventory Management, Operations Management, and Cooking. The report indicates a small disparity in Racial Diversity of only 18% versus National Average of 25%, and a balanced Gender Diversity. HMRM Degree graduates in Service Area represent 5.2% (57/1098) of all Programs and CCC graduates account for 77% of HMRM completers.

A. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	7	7	3	13	5	7.0
Diploma	13	5	17	8	6	9.8
Certificate	7	26	26	23	23	21.0
Total Awards	27	38	46	44	34	37.8
# Of Graduates	21	34	34	27	24	28.0

2023 Summary of Awards (2021-22 data):
HMRM total awards was down slightly from the previous year. Certificates remained the same as in the previous four years, but AAS and diplomas were down. Some of this decline could be from the natural peaks and valleys that our program is used to seeing in the data which we attribute to our students working full time in industry and taking more than two years to complete the program's requirements. We also saw a decline in both enrollments and struggled with retention, despite our efforts of early reporting of student struggles.

b. **Student Credit Hours Produced per Faculty FTE**

	2017-18	2018-19	2019-20	2020-21	2021-22	5-year average*
Student Credit Hours (SCH)	720	842	824	680	581	**729.4**
Faculty Full-time Equivalency (FTE)	2.61	2.22	2.20	2.73	2.79	**2.51**
SCH/Faculty FTE	275.86	379.28	374.55	249.08	208.24	**290.60**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
*By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
The 5-year average is within the CCPE standards due to two higher years and two lower years for student credit hours. Work must be done in HMRM to increase credit hours to stay within the guidelines for credit hours per faculty. The Program Director is working to evaluate the elective credits that students currently take within the business division for a customized plan of study that is limiting credits taken from HMRM. Increasing overall enrollment and retention of current students is a focus of the faculty and staff.

2023 Summary Statement:

Retention and recruitment were a focus for the past academic year and will continue to be for years to come. The event planning courses have applied for and received funding from both the CCC mini-grant, humanities Nebraska and partnered with UNMC to secure funding for events hosted by our program students. Culinary Chef Instructor received training to make course improvements in Confections and Decorating class. HMRM Program director is taking a review of current course offerings and our course matrix to maximize our efforts for completion in two years, and to evaluate our current plan of study that includes many elective credits from other business division courses. Research and development of the desired international component will be completed.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Mechatronics

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on <mark>May 18, 2023</mark>
  - the governing board's action was:

Signed: _____   _____
             (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		979	1167	1381	1249	1864	1328
Faculty Full-time Equivalency (FTEF)*		4.06	4.22	5.63	5.01	4.96	4.78
SCH/Faculty FTE		241.13	276.54	245.29	249.3	375.81	277.82
Number of Degrees and Awards *(list degrees/ awards separately)*	**AAS**	9	8	11	20	16	12.8
	Diploma	9	15	14	23	20	16.2
	Certificate	33	64	87	80	78	68.4
	Total Awards	51	87	112	123	114	97.4
	# of Unduplicated Graduates	32	45	53	52	48	46.0

By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____
For CCPE use: reviewer/date

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

☐ Program is critical to the role and mission of the institution (detailed explanation).

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy
for interdisciplinary programs) (explain).

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Mechatronics

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, 05/18/2023-*pending*

Brent Konwinski – Program Faculty
Jared Pettit – Program Faculty
Allen Stenzel – Program Faculty
Dan Davidchik – Program Faculty

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Mechatronics
Program Review Summary – Dr. Nate Allen

The Mechatronics (INDT) program continues to be a successful program within the Career and Technical Sciences division at Central Community College, serving the manufacturing industry with three full-time instructors at the Columbus campus, one full-time instructor at the Kearney Center and one adjunct instructor in Columbus. The program offers specializations in both electromechanical systems and process instrumentation and controls. The Kearney Center offers certificates and diplomas.

Economic Modeling Specialist International (EMSI) data suggests the industry needs for electromechanical and instrumentation technicians is growing and will continue to grow within the CCC service area, the state of Nebraska, and nationally. Technicians to construct systems, repair and maintain equipment and facilities will be needed as long as we are manufacturing and operating facilities.

The Mechatronics program continues to be an important program that produces graduates in demand and supported by business and industry in the area. As systems become more and more complex, employees with this kind of background are and will be in high demand. The Mechatronics program enjoys a good reputation in the service area and will continue to do so with continuously updated instructional proficiency, curriculum, equipment, and facilities. Faculty are continually working with local industry to ensure our curriculum and our hands-on learning/training equipment is relevant and current.

A grant funding provided by the National Science Foundation (NSF) through our Community and Workforce Education (CWE) division has been utilized to provide a pathway for high school students to be introduced to electronics, instrumentation, programmable logic controllers (PLCs), and industrial sensors while earning college credit. This pathway allows students to continue to the Mechatronics program upon high school graduation with as many as 12 credits completed in the Mechatronics Associate of Applied Science (AAS) degree. This has begun to establish a pipeline for students into the INDT program.

New for 2023: the INDT program has purchased new equipment which includes an Industry 4.0 MPS 402-1 Station. This station is a miniature factory that allows students to learn hands-on programing and troubleshooting of automation in a manufacturing environment. Other new equipment includes the addition of Fluke TRMS Multimeters (12), Festo Lasers Alignment Shafts (2), and Oscilloscopes (2). This new equipment gives the students experience with the latest equipment that they will encounter after graduation and upon entering the workforce.

The Mechatronics program exceeds the minimum threshold for award. Career and Technical Sciences leadership recommends continuation of the program.

I. **Program:** <u>**Mechatronics (INDT)**</u>

II. **College Mission:** Central Community College maximizes student and community success.

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
- quality education
- personal service and individualized attention
- exceptional and passionate faculty and staff
- extraordinary value

for developing a skilled workforce.
- employability and/or successful credit transfers
- graduates who advocate for CCC
- business and industry partnerships
- state-of-the-art facilities and technologies

for advancing communities.
- educational partnerships
- strong alumni support
- foster economic development
- sustainability leaders

IV. **Program Mission Statement:** The Mechatronics program maximizes student and industry success.

V. **Program Vision Statement:** Central Community College's Mechatronics program will be recognized as a leader in creating progressive and current educational experiences for students entering the industrial technology and robotics industry. The program will become the educator of choice among students and incumbent workers in this industry.

The Mechatronics program will support economic development in the area by developing and training technicians and updating existing skills in the workforce. The program will offer a cutting-edge level of technology to assist in maintaining and providing a high-level craftsperson in the available labor pool to encourage area economic development and redevelopment.

Due to the scope and the complexity of the Mechatronics program, faculty specialization and expertise will be maintained through regular training opportunities.

EMSI Q4 2022 Data Set
EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.
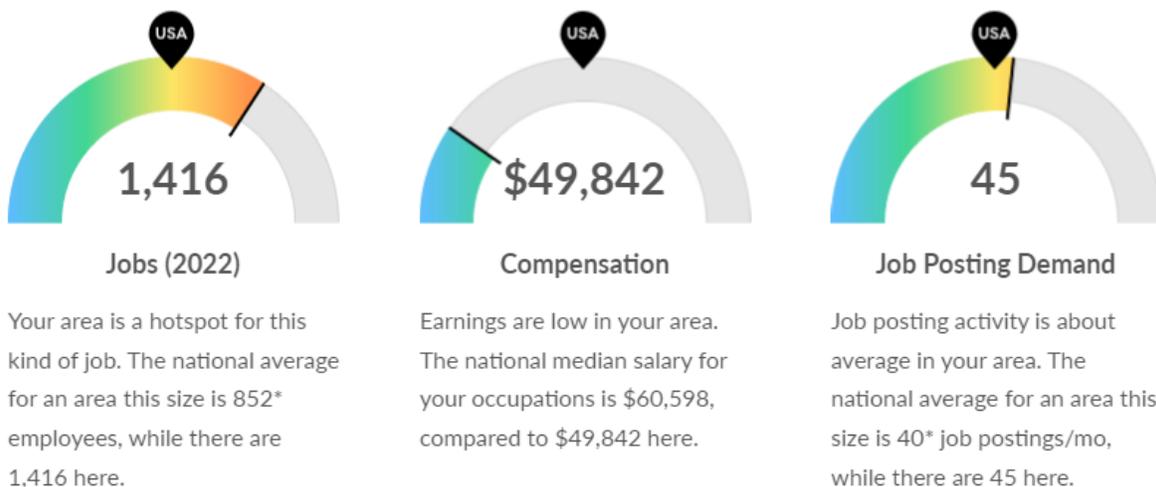
Report Parameters

10 Occupations

Electrical and Electronic Engineering Technologists and Technicians (17-3023)
Electro-Mechanical and Mechatronics Technologists and Technicians (17-3024)
Industrial Engineering Technologists and Technicians (17-3026)
Calibration Technologists and Technicians (17-3028)
Engineering Technologists and Technicians, Except Drafters, All Other (17-3029)
Insulation Workers, Mechanical (47-2132)
Electrical and Electronics Repairers, Commercial and Industrial Equipment (49-2094)
Control and Valve Installers and Repairers, Except Mechanical Door (49-9012)
Industrial Machinery Mechanics (49-9041)
Power Plant Operators (51-8013Chief Executives (11-1011)

Executive Summary

Average Job Posting Demand Over a Deep Supply of Regional Jobs

1,416
Jobs (2022)

Your area is a hotspot for this kind of job. The national average for an area this size is 852* employees, while there are 1,416 here.

$49,842
Compensation

Earnings are low in your area. The national median salary for your occupations is $60,598, compared to $49,842 here.

45
Job Posting Demand

Job posting activity is about average in your area. The national average for an area this size is 40* job postings/mo, while there are 45 here.
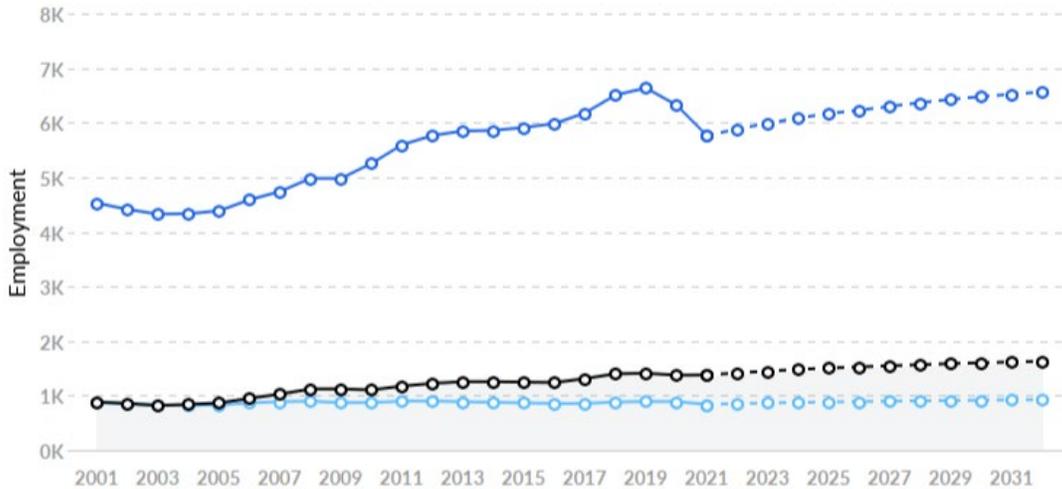
*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

## Regional Employment Is Higher Than the National Average

An average area of this size typically has 852* jobs, while there are 1,416 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.

|	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	1,416	1,545	129	9.1%
●	National Average	852	897	45	5.3%
●	Nebraska	5,884	6,298	415	7.1%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
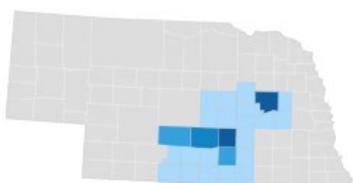
County	2022 Jobs
Platte County, NE	347
Hall County, NE	305
Buffalo County, NE	215
Adams County, NE	129
Dawson County, NE	124

Most Jobs are Found in the Animal Slaughtering and Processing Industry Sector
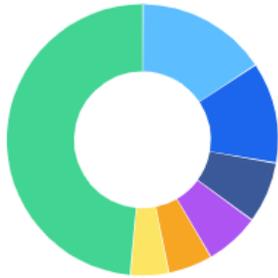
Industry	% of Occupation in Industry (2022)
● Animal Slaughtering and Processing	15.6%
● Commercial and Industrial Machinery and Equipment (except Automotive and Electronic) Repair and Maintenance	12.1%
● Motor Vehicle Parts Manufacturing	7.3%
● Medical Equipment and Supplies Manufacturing	6.5%
● Basic Chemical Manufacturing	5.3%
● Building Equipment Contractors	4.6%
● Other	48.6%

Compensation

Regional Compensation Is 18% Lower Than National Compensation

For your occupations, the 2021 median wage in your area is $23.96/hr, while the national median wage is $29.13/hr.

Job Posting Activity

534 Unique Job Postings

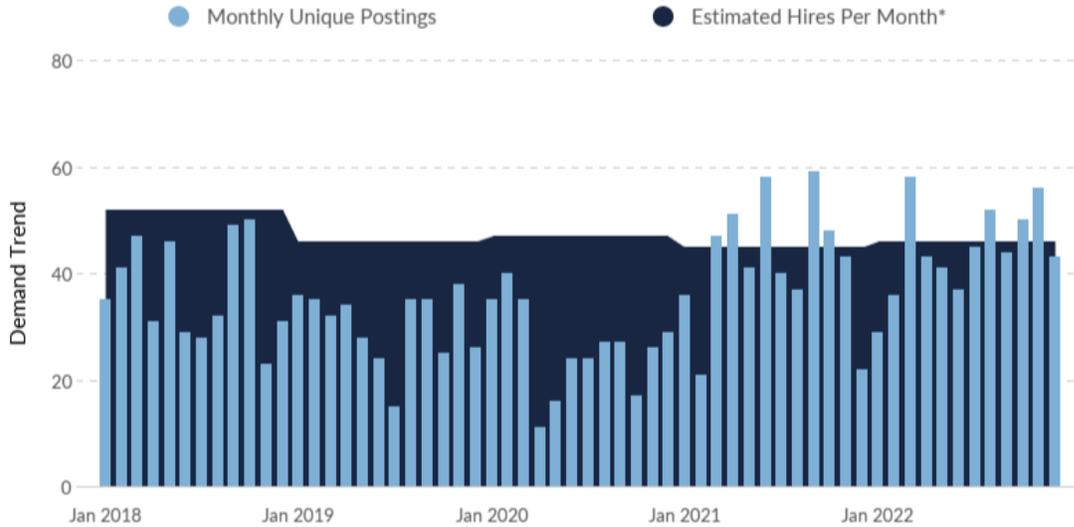The number of unique postings for this job from Jan 2022 to Dec 2022.

112 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

26 Day Median Duration

Posting duration is 1 day shorter than what's typical in the region.

● Monthly Unique Postings   ● Estimated Hires Per Month*

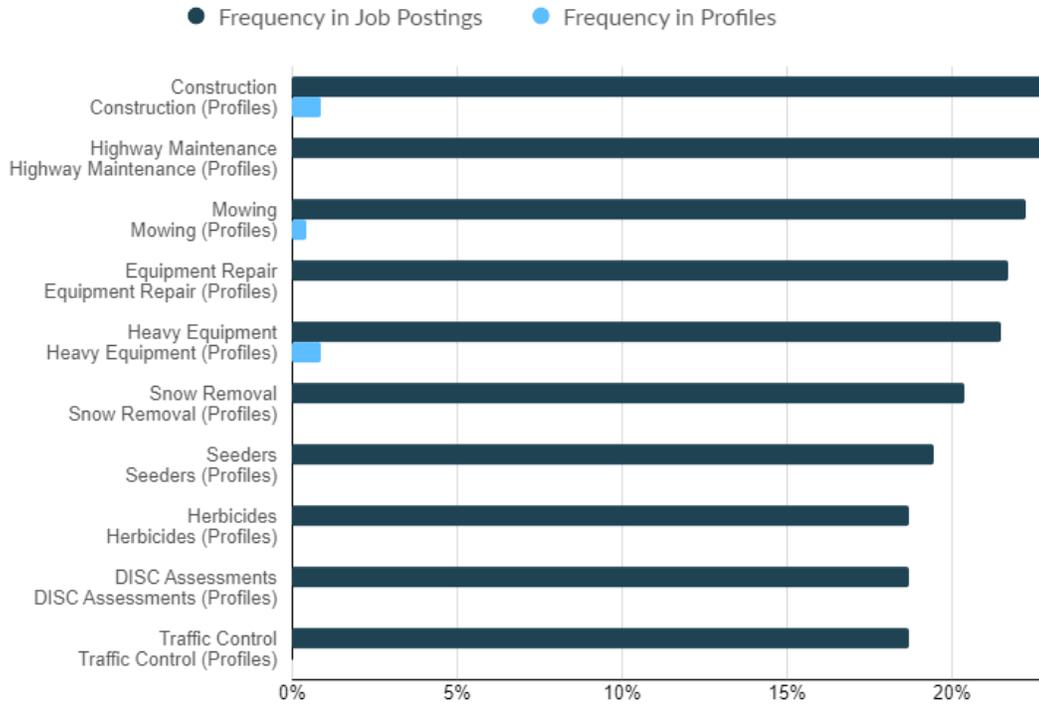| Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Industrial Engineering Technologists and Technicians	30	1
Industrial Machinery Mechanics	5	35
Electrical and Electronic Engineering Technologists and Technicians	4	1
Engineering Technologists and Technicians, Except Drafters, All Other	1	2
Electro-Mechanical and Mechatronics Technologists and Technicians	1	0
Control and Valve Installers and Repairers, Except Mechanical Door	2	0
Power Plant Operators	1	0

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings
State of Nebraska	100		Highway Maintenance Wor	122
Vishay Intertechnology	29		Maintenance Technicians	81
BD	27		Maintenance Mechanics	24
Green Plains	25		Process Operators	24
Essential Personnel	15		Production Technicians	16
Nebraska Department Of T	12		Controls Technicians	13
Chief Industries	10		Electrical Controls Technici:	9
Valero Energy	10		Maintenance Workers	9
American Foods Group	9		Process Technicians	9
Bass Pro Corporate	9		Equipment Maintenance Te	8

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings   ● Frequency in Profiles

Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Construction	122	23%	2	1%
Highway Maintenance	122	23%	0	0%
Mowing	119	22%	1	0%
Equipment Repair	116	22%	0	0%
Heavy Equipment	115	22%	2	1%
Snow Removal	109	20%	0	0%
Seeders	104	19%	0	0%
Herbicides	100	19%	0	0%
DISC Assessments	100	19%	0	0%
Traffic Control	100	19%	0	0%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is Low
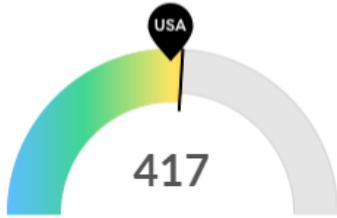
417
Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 394* employees 55 or older, while there are 417 here.

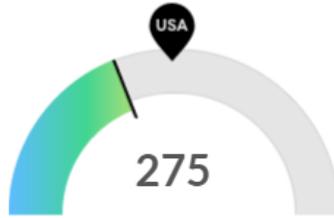### 275
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 398* racially diverse employees, while there are 275 here.

99
Gender Diversity
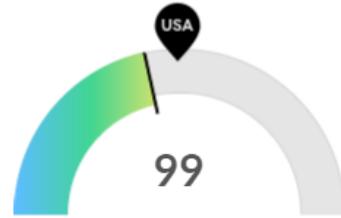
Gender diversity is low in your area. The national average for an area this size is 122* female employees, while there are 99 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.4%	5
19-24	5.8%	80
25-34	18.3%	252
35-44	22.4%	308
45-54	22.8%	314
55-64	24.7%	340
65+	5.6%	77

Occupation Race/Ethnicity Breakdown
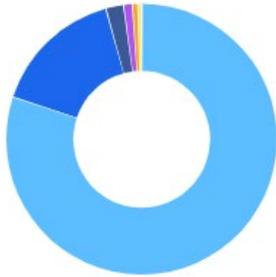
		% of Jobs	Jobs
●	White	80.0%	1,101
●	Hispanic or Latino	15.7%	216
●	Black or African American	2.1%	29
●	Asian	1.0%	14
●	Two or More Races	0.6%	9
●	American Indian or Alaska Native	0.4%	6
●	Native Hawaiian or Other Pacific Islander	0.1%	2

Occupation Gender Breakdown

		% of Jobs	Jobs
●	Males	92.8%	1,277
●	Females	7.2%	99

Graduate Pipeline

5 Programs

Of the programs that can train for this job, 5 have produced completions in the last 5 years.

257 Completions (2021)

The completions from all regional institutions for all degree types.

162 Openings (2021)

The average number of openings for an occupation in the region is 27.

CIP Code	Top Programs	Completions (2021)
47.0303	Industrial Mechanics and Maintenance Technology/Technici	123
48.0501	Machine Tool Technology/Machinist	109
47.0201	Heating, Air Conditioning, Ventilation and Refrigeration Mai	19
15.1701	Energy Systems Technology/Technician	6

Top Schools	Completions (2021)
Central Community College	257

2023 Summary of EMSI Q4 2022 Data Set:
Job growth in the CCC service area has outpaced both the state (7.1%) and the national average (5.3%) with a total growth of 9.1%. Projections indicate more than 129 new jobs in the service area over the next five years. The average hourly rate of $23.96/hr. is lower in the CCC service area versus the national average of $29.13/hr. This may be due to higher concentration of generally lower salaries in the Midwest. Advertisements of job openings for INDT related activities accounted for 534 unique job postings from 112 competing employers. The most desirable skills employers are looking for include construction, highway maintenance, mowing, equipment repair, heavy equipment operation, snow removal, and seeding. The report indicates a disparity in racial diversity of only 20% versus the national average of 25% and a lack of gender diversity with males representing 93% of all students in the field. Graduates of the CCC INDT program represent all graduates in the service area, and completers in this program represent 6.8% of award recipients last year.

    A. Supporting Data

        a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	9	8	11	20	16	12.8
Diploma	9	15	14	23	20	16.2
Certificate	33	64	87	80	78	68.4
Total Awards	51	87	112	123	114	97.4
# Of Graduates	32	45	53	52	48	46.0

2023 Summary of Awards (2021-22 data):
Although we see a slight decrease in diploma and certificates. The five-year average is still on the upswing (+25%).

        b. Student Credit Hours Produced per Faculty FTE

	2017-18	2018-19	2019-20	2020-21	2021-22	5-year average*
Student Credit Hours (SCH)	979	1167	1381	1249	1864	**1328**
Faculty Full-time Equivalency (FTE)	4.06	4.22	5.63	5.01	4.96	**4.78**
SCH/Faculty FTE	241.13	276.54	245.29	249.3	375.81	**277.82**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
The SCH/FTE is well above the average for the last five years. This is concerning with the implementation of the IMEC program, as this should only increase further with a lot more potential students enrolling into the program. This brings up the concern about adding faculty to support the program further. The FTE to SCH ratio it too large to maintain a quality program. Additional qualified faculty are needed to provide a quality learning experience in the ever-changing world or mechatronics.
There was a significant increase in SCH in 2021-22 well above the 5-year average. This helped to boost SCH/faculty FTE also above the 5-year average.

2023 Summary Statement:
Our Mechatronics program continues to be an important program that produces graduates in demand and supported by business and industry in the area. As systems become more and more complex, employees with this kind of background are and will be in high demand. The Mechatronics program enjoys a good reputation in the service area and will continue to do so with continuously updated instructional proficiency, curriculum, equipment, and facilities. We are continually working with local industry to make sure what we are using and teaching is up-to-date.

Coordinating Commission for Postsecondary Education
Review of Existing Instructional Programs

Institution: Central Community College   **Program:** Quality Technology

I certify the following:
  - the information provided regarding this program is accurate
  - the above named institution has in place a procedure for reviewing instructional programs
  - such review took place and was presented to the institution's governing board on **May 18, 2023**
  - the governing board's action was:

Signed: _____   _____
             (Chief Academic Officer or designated representative)   (Date)

Evidence of Demand and Efficiency

		17-18	18-19	19-20	20-21	21-22	5 yr avg
Student Credit Hours (SCH)		159	189	201	162	75	157.2
Faculty Full-time Equivalency (FTEF)*		.93	1.14	1.21	.90	.30	.90
SCH/Faculty FTE		170.96	165.79	166.12	180.00	250.00	174.67
Number of Degrees and Awards *(list degrees/ awards separately)*	**AAS**	2	1	3	0	1	1.4
	Diploma	2	1	4	3	2	2.4
	Certificate	4	7	9	9	5	6.8
	Total Awards	8	9	16	12	8	10.6
	# of Unduplicated Graduates	3	6	6	6	6	5.4

By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

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

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

_____
For CCPE use: reviewer/date

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

<div>

☒ Program is critical to the role and mission of the institution (detailed explanation).

The Quality Technology Program is critical to Central Community College's mission of maximizing community and student success through developing quality technicians who use a variety of scientific processes to guarantee the quality of the products are manufactured. The program is designed to meet the needs of both students and industry in manufacturing and manufacturing-related fields like welding, electrical, and mechanical fields that require high quality standards to be met. Central has just hired a full-time quality instructor to begin in Fall 2023 after searching for 2 years to fill the position. The quality instructor role at Central has been filled by part-time faculty and/or qualified full-time faculty from other disciplines who are teaching in overload. Recruiting in the program has been very limited. Most of the students in the program are already in the workforce and are working full-time. These students are in a quality related position or have identified quality as an opportunity to excel in their workplace and are seeking to improve their skillset. Because these students are working full-time, the students are enrolled at Central on a part-time basis and Central has developed a plan for students to complete the quality program 6 credits per semester. This results in lower completion rates as found in the data. Central continues to be committed to our Quality Technology program.

☐ Program contains courses supporting general education or other programs (detailed explanation).

☐ Interdisciplinary program (providing the program meets the requirements set in the existing policy for interdisciplinary programs) (explain)

☐ Student or employer demand, or demand for intellectual property is high and external funding would be jeopardized by discontinuing the program (explain).

</div>

☐ Program provides unique access to an underserved population or geographical area (explain).

☐ Program meets a unique need in the region, state, or nation (explain).

☐ Program is newly approved within the last five years (no additional justification needed).

☐ Other (detailed explanation).

Quality Technology

Coordinating Commission Seven-Year Review
2023

Information in this report reviewed and recommended to cabinet:

Central Community College Educational Services, 4/27/2023

Recommended continuation of programs without monitoring:

Central Community College College Cabinet, 05/4/2023
Central Community College Board of Governors, 05/18/2023-*pending*

Doug Holt – Program Faculty
Rhett Psota – Program Faculty

Alison Feeney, M.A.E. – Associate Dean of Instruction, Career & Technical Sciences
Brian Hoffman, M.A. – Associate Dean of Instruction, Career & Technical Sciences
John McKinney, M.Div. – Associate Dean of Instruction, Career & Technical Sciences

Nate Allen, Ed.D. – Dean of Instruction, Career & Technical Sciences
Chris Waddle, J.D. – Division Vice President, Career & Technical Sciences

Quality Technology
Program Review Summary – Dr. Nate Allen

The Quality Technology (QUCT) program is one of twenty programs within the Career and Technical Sciences division at Central Community College (CCC), serving industry with one instructor at the Grand Island campus by providing adaptable and flexible online courses for the varied quality systems educational needs of stakeholders throughout the region.

Economic Modeling Specialist International (EMSI) data suggests the industry needs for quality technicians is growing and will continue to grow within the CCC service area, the state of Nebraska, and nationally.

The program has seen steady growth in the number of graduates who, in turn, are employed in the Quality Technology field. Many students have a plan of employment when they enter the program. Many students are already employed in the field and are reaching for a degree to help with promotions.

QUCT student course completion reached a high of 88% compared to the five-year average of 74.6%. This shows that the students taking Quality Technology courses are very successful in completing their courses due to a variety of factors: students tend to be working adults with current work experience in quality control, companies giving incentives to complete the degree or by giving tuition assistance for successful completion of a course, and smaller classes that allow more interaction between students and faculty.

The QUCT program continues to provide a laddered structure of program awards with four certificates, one diploma, and an associate of applied science (AAS) degree. The online instructional format makes this program very appealing to nontraditional students. Employers of quality workers are supportive of them continuing their education by offering tuition reimbursement for employees to be part-time students.

Of the QUCT graduate students surveyed, in the 2021-22 Graduate Survey, all perceived that their perception of preparation received by their education at Central Community College was advanced.

Based on the number of jobs needing to be filled in our 25-county service-area, the number of workers desiring to get additional training in their field, the format of the QUCT program delivery, the number of continued awards earned, and the impact our QUCT program has on our businesses and communities, Career and Technical Sciences leadership recommends continuation of the program.

I.   **Program:**   <u>**Quality Technology (QUCT)**</u>

II. **College Mission:** Central Community College maximizes student and community success.

III. **College Vision: The Best Choice –**

for students to achieve their educational goals.
*   quality education
*   personal service and individualized attention
*   exceptional and passionate faculty and staff
*   extraordinary value

for developing a skilled workforce.
*   employability and/or successful credit transfers
*   graduates who advocate for CCC
*   business and industry partnerships
*   state-of-the-art facilities and technologies

for advancing communities.
*   educational partnerships
*   strong alumni support
*   foster economic development
*   sustainability leaders

IV. **Program Mission Statement:** The Quality Technology Program strives to maximize student and industry success.

V.   **Program Vision Statement:** Central Community College's Quality Technology program will be recognized as a leader in creating a new culture of manufacturing and industry education that is responsive to the technological changes of the businesses we serve by providing adaptable and flexible courses, workshops, and seminars to meet the varied quality systems training needs of the stakeholders throughout the region. Four strategies will guide the program vision:

*   Create a technical education that is flexible to the needs of business and industry
*   Establish improved technical curricula and learning environments
*   Attract and retain a more diverse student body that represents education, industry and business
*   Graduate Quality Technicians who possess those transforming skills that fully reflect business needs.

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EMSI Q4 2022 Data Set
EMSI data is a hybrid dataset derived from official government sources such as the US Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics. Leveraging the unique strengths of each source, our data modeling team creates an authoritative dataset that captures more than 99% of all workers in the United States. This core offering is then enriched with data from online social profiles, resumes, and job postings to give you a complete view of the workforce.

Report Parameters

<u>4 Occupations</u>
Industrial Production Managers (11-3051)
Calibration Technologists and Technicians (17-3028)
Engineering Technologists and Technicians, Except Drafters, All Other (17-3029)
Inspectors, Testers, Sorters, Samplers, and Weighers (51-9061)

Executive Summary
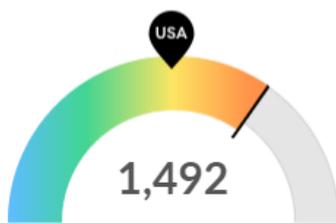
Light Job Posting Demand Over a Deep Supply of Regional Jobs

1,492
Jobs (2022)

Your area is a hotspot for this kind of job. The national average for an area this size is 872* employees, while there are 1,492 here.

$46,977
Compensation

Earnings are about average in your area. The national median salary for your occupations is $47,316, compared to $46,977 here.
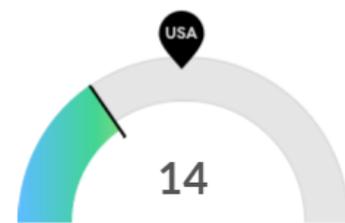
14
Job Posting Demand

Job posting activity is low in your area. The national average for an area this size is 26* job postings/mo, while there are 14 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Jobs

Regional Employment Is Higher Than the National Average

An average area of this size typically has 872* jobs, while there are 1,492 here. This higher than average supply of jobs may make it easier for workers in this field to find employment in your area.
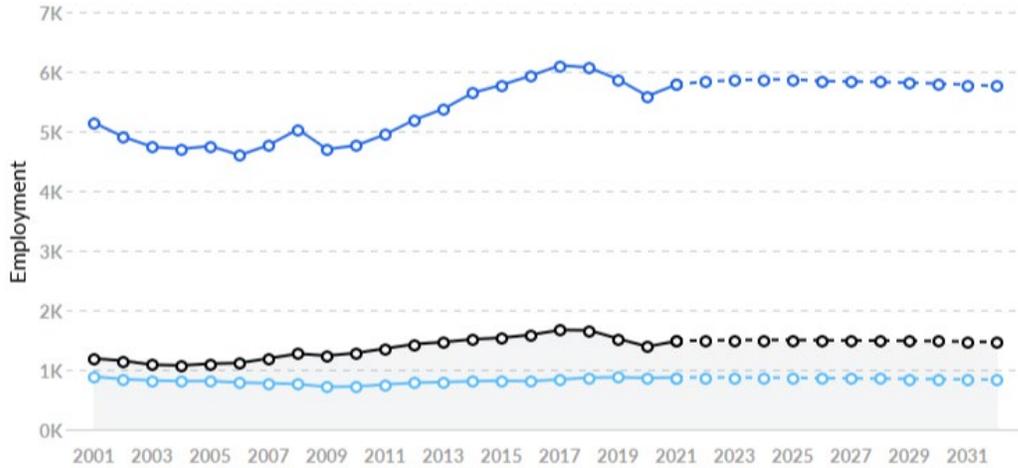
	Region	2022 Jobs	2027 Jobs	Change	% Change
●	CCC Service Area	1,492	1,491	-2	-0.1%
●	National Average	872	855	-17	-1.9%
●	Nebraska	5,833	5,835	2	0.0%

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Regional Breakdown
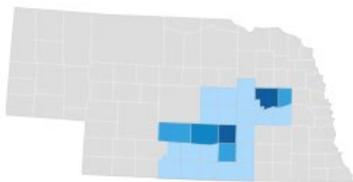
County	2022 Jobs
Platte County, NE	379
Hall County, NE	320
Buffalo County, NE	229
Dawson County, NE	155
Adams County, NE	138

Most Jobs are Found in the Animal Slaughtering and Processing Industry Sector
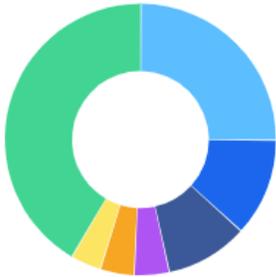
	Industry	% of Occupation in Industry (2022)
●	Animal Slaughtering and Processing	25.0%
●	Medical Equipment and Supplies Manufacturing	11.7%
●	Motor Vehicle Parts Manufacturing	9.8%
●	Other Fabricated Metal Product Manufacturing	4.2%
●	Agriculture, Construction, and Mining Machinery Manufacturing	4.0%
●	Plastics Product Manufacturing	3.7%
●	Other	41.6%

Compensation

Regional Compensation Is the Same Cost as the Nation

For your occupations, the 2021 median wage in your area is $22.59/hr, while the national median wage is $22.75/hr.
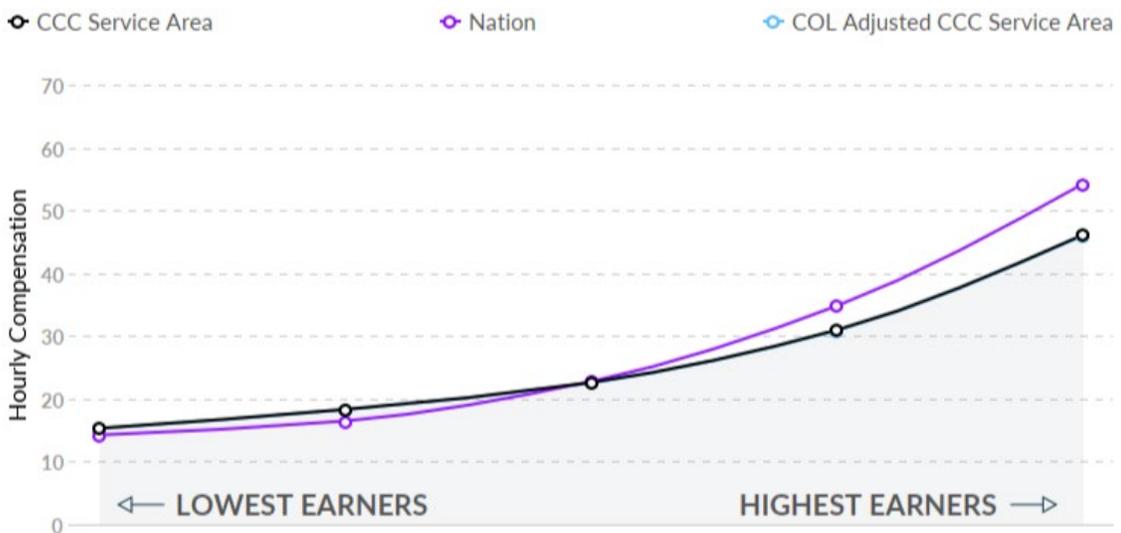
Job Posting Activity

167 Unique Job Postings

The number of unique postings for this job from Jan 2022 to Dec 2022.

60 Employers Competing

All employers in the region who posted for this job from Jan 2022 to Dec 2022.

38 Day Median Duration

Posting duration is 11 days longer than what's typical in the region.
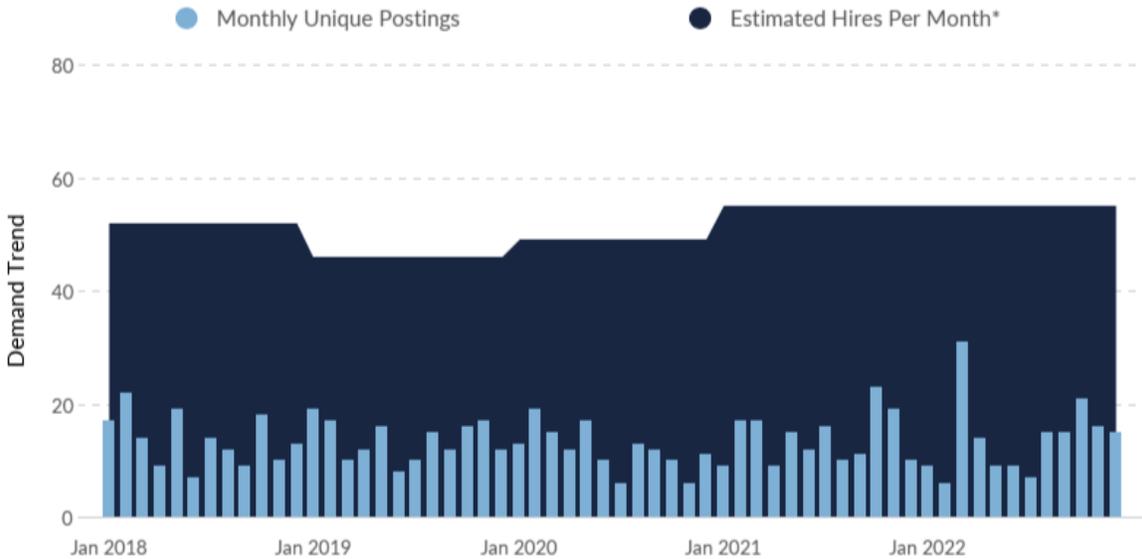
● Monthly Unique Postings   ● Estimated Hires Per Month*

Occupation	Avg Monthly Postings (Jan 2022 - Dec 2022)	Avg Monthly Hires (Jan 2022 - Dec 2022)
Industrial Production Managers	7	8
Inspectors, Testers, Sorters, Samplers, and Weighers	6	44
Engineering Technologists and Technicians, Except Drafters, All Other	1	2

*A hire is reported by the Quarterly Workforce Indicators when an individual's Social Security Number appears on a company's payroll and was not there the quarter before. Lightcast hires are calculated using a combination of Lightcast jobs data, information on separation rates from the Bureau of Labor Statistics (BLS), and industry-based hires data from the Census Bureau.

Top Companies	Unique Postings		Top Job Titles	Unique Postings	
McCain Foods	12		Quality Managers	13	
Vishay Intertechnology	11		Quality Technicians	10	
BD	9		Quality Assurance Manager	9	
Parker Meggitt	8		Quality Inspectors	8	
Lindsay Corporation	7		Production Managers	6	
Mosaic	6		Samplers	6	
American Foods Group	5		Value Stream Managers	6	
Alamon	4		Engineering Technicians	5	
Grifols	4		Construction Quality Mana	4	
Overhead Door Corporatio	4		Industrial Managers	4	

Top Specialized Skills

Top Specialized Skills

● Frequency in Job Postings   ● Frequency in Profiles
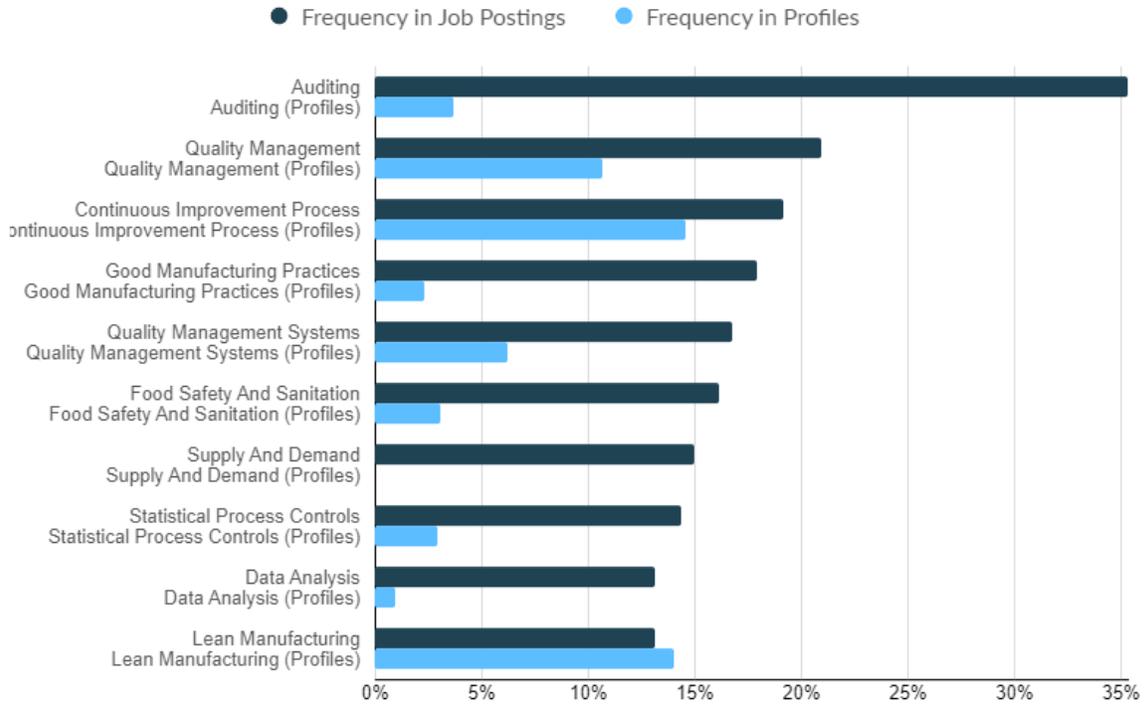
Skills	Postings	% of Total Postings	Profiles	% of Total Profiles
Auditing	59	35%	19	4%
Quality Management	35	21%	55	11%
Continuous Improvement Process	32	19%	75	15%
Good Manufacturing Practices	30	18%	12	2%
Quality Management Systems	28	17%	32	6%
Food Safety And Sanitation	27	16%	16	3%
Supply And Demand	25	15%	0	0%
Statistical Process Controls	24	14%	15	3%
Data Analysis	22	13%	5	1%
Lean Manufacturing	22	13%	72	14%

Demographics

Retirement Risk Is About Average, While Overall Diversity Is About Average
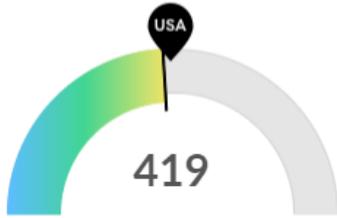
419
Retiring Soon

Retirement risk is about average in your area. The national average for an area this size is 443* employees 55 or older, while there are 419 here.
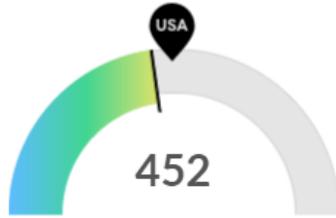
452
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 514* racially diverse employees, while there are 452 here.

606
Gender Diversity
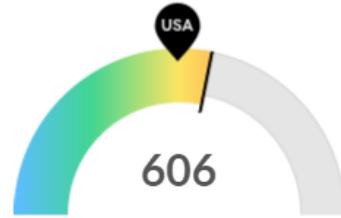
Gender diversity is high in your area. The national average for an area this size is 507* female employees, while there are 606 here.

*National average values are derived by taking the national value for your occupations and scaling it down to account for the difference in overall workforce size between the nation and your area. In other words, the values represent the national average adjusted for region size.

Occupation Age Breakdown

	% of Jobs	Jobs
14-18	0.2%	4
19-24	5.6%	84
25-34	19.1%	283
35-44	22.8%	338
45-54	23.9%	353
55-64	23.2%	343
65+	5.1%	76

Occupation Race/Ethnicity Breakdown
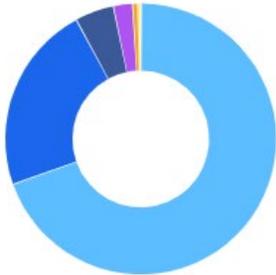
		% of Jobs	Jobs
●	White	69.5%	1,029
●	Hispanic or Latino	22.5%	334
●	Black or African American	4.6%	69
●	Asian	2.3%	34
●	Two or More Races	0.6%	9
●	American Indian or Alaska Native	0.3%	5
●	Native Hawaiian or Other Pacific Islander	0.1%	2

Occupation Gender Breakdown

		% of Jobs	Jobs
●	Males	59.0%	874
●	Females	41.0%	606

Graduate Pipeline

6 Programs

Of the programs that can train for this job, 6 have produced completions in the last 5 years.

191 Completions (2021)

The completions from all regional institutions for all degree types.

167 Openings (2021)

The average number of openings for an occupation in the region is 27.

Top Schools	Completions (2021)
Central Community College	141
University of Nebraska at Kearney	43
Hastings College	7

CIP Code	Top Programs	Completions (2021)
47.0303	Industrial Mechanics and Maintenance Technology/Technicl	123
52.0205	Operations Management and Supervision	43
15.0702	Quality Control Technology/Technician	12
52.0101	Business/Commerce, General	7
15.1701	Energy Systems Technology/Technician	6

2023 Summary of EMSI Q4 2022 Data Set:

While there are available jobs in our area some positions have been lost over recent years. Our CCC service area has seen a flat job growth rate and the national rate is down just under 2%. The average hourly rate of $22.59/hr. is only slightly lower in the CCC service area versus National average of $22.75/hr. Advertisements of job openings for QUCT related activities accounted for 167 unique job postings from 60 competing employers. The most desired skills for students in this field includes Auditing, Quality Management, Continuous Improvement Process, Good Manufacturing Practices, Quality Management Systems, Food Safety And Sanitation, Supply and Demand, Statistical Process Controls, Data Analysis, and Lean Manufacturing. The report indicates a good diversity with 31% versus National Average of 25%. Also Gender Diversity is well balanced with 41% female and 59% male mix. Graduates of CCC represent 74% of all awards generated in the CCC Service Area are generated at CCC (other colleges: Hastings College, University of Nebraska Kearney).

A. Supporting Data

a. Awards

Degree/ Credential Awarded	17-18	18-19	19-20	20-21	21-22	5-yr avg
AAS	2	1	3	-	1	1.4
Diploma	2	1	4	3	2	2.4
Certificate	4	7	9	9	5	6.8
Total Awards	8	9	16	12	8	10.6
# of Graduates	3	6	6	6	6	5.4

2023 Summary of Awards (2021-22 data):
The total number of awards given in the 2021-22 time period was down from the previous year from 12 to 8 and was a little under the 5-year average of 10.6. However, 6 students graduated from the program, 1 with a AAS degree, and the overall average was still slightly above the 5-year average of graduates at 5.4.

b. Student Credit Hours Produced per Faculty FTE

	17-18	18-19	19-20	20-21	21-22	5 yr avg*
Student Credit Hours (SCH)	159	189	201	162	75	**157.20**
Faculty Full-time Equivalency (FTE)	0.93	1.14	1.21	0.90	.30	**.90**
SCH/Faculty FTE	170.96	165.79	166.12	180.00	250.00	**174.67**

Source: Program Stats by Alpha and Instructor-Student FTE reports.
By term analysis combined to conduct an annual review. Numbers reported reflect 2 different negotiated contract periods (FA17-SU20 and FA20-SU22)

2023 Summary of the Student Credit Hours per Faculty FTE (2021-22 data):
The number of student credit hours in the QUCT program declined from a total of 162 in 2021 to a total of 75 in 2022, this was about half of the 5 year average of 157.20 credit hours. As a result, Faculty Full-time Equivalency (FTE) was only .30 for this year comparing to .90 for the 5-year average.

2023 Summary Statement:
The Quality program has three primary needs. First, to continue updates in the curriculum so that student resource materials stay current, as well as promotional items for trade shows. Second, Professional development of faculty have potential positive impacts in all current goals from recruitment, student success and curriculum relevancy. And third, increase program enrollments, graduations rates, and awards.

The College President recommends continuation of the Business Administration and Accounting, Criminal Justice, Drafting and Design Technology, Environmental Health and Safety, Hospitality Management and Culinary Arts, Mechatronics, and Quality Technology programs without monitoring.

CENTRAL COMMUNITY COLLEGE

ARCHITECTHURAL SERVICES

COLLEGE WIDE

In April, the college had requested proposals for a five-year architectural service agreement. Scope of work was defined as providing preliminary and final design, including plans, specifications, bidding, assist in selection of contractor, construction administration, and project close out. For projects that will range in cost less than $100,000 to no greater than $2,000,000. The college sent proposals to W Design Associates, Wilkins ADP, Miller & Associates, CMBA Architects, and RVW Inc.

The college received two proposals for this project. They are as follows along with the scores:

Wilkins ADP	.	315
Kearney, NE		
CMBA Architects		265
Grand Island, NE		

The College President recommends acceptance of Wilkins ADP with the high score of 315 for the college wide architectural services college wide.

CENTRAL COMMUNITY COLLEGE

PLATTE BUILDING REMODEL

HASTING CAMPUS

This project consists of a remodel of the Platte building for general classrooms and distance learning. Work includes approximately 8,400 square feet of interior remodel. Work includes demolition of existing finishes and mechanical and electrical equipment and devices, installation of new classrooms, offices, and support spaces that include metal stud walls, drywall, carpet, suspended ceilings, demountable partitions, hollow metal doors, aluminum exterior windows, and associated mechanical, electrical, and low voltage equipment and devices.

The college received three bids for this project. It is as follows:

Carmichael Construction Hastings, Nebraska	$1,895,000.00
RMV Construction Kearney, Nebraska	$1,910,000.00
Chief Construction Grand Island, Nebraska	$2,040,000.00

The amount of $1,900,000.00 was budgeted for this project as part of the FY 2022 – 2023 Capital improvement.

The College President recommends acceptance of the low acceptable bid from Carmichael construction for $1,895,000.00 to provide all labor and material to remodel the Platte building on the Hastings Campus.

CENTRAL COMMUNITY COLLEGE

200 WING BUSINESS AREA REMODEL

GRAND ISLAND CAMPUS

This project consists of a 7,700 square foot interior remodel and some exterior site work. Work includes demolition of existing exterior concrete ramp, interior finishes, metal stud framed walls, structural masonry walls and associated mechanical, electrical, and audio/visual equipment. New construction includes cast in place concrete floor patching, metal stud framing, drywall, carpet tile, ceilings, metal doors and frames, wood doors and frames, interior aluminum storefront, mechanical equipment, LED light fixtures, audio/visual equipment, and associated mechanical and electrical equipment. Exterior work includes a new concrete ramp and metal railing and associated earthwork and landscaping.

The college received four bids for this project. They are as follows:

Mid Plains Construction Grand Island, NE	.	$2,134,000.00
RMV Construction Kearney, NE		$2,195,000.00
Chief Construction Grand Island, NE		$2,214,800.00
Blu Cor Construction Lincoln, NE		$2,462,792.00

The amount of $1,500,000.00 is budgeted for this project as part of the FY 2023 – 2024 Capital improvement. The amount of $1,000,000.00 was part of the ARPA grant funds.

The College President recommends acceptance of the low acceptable bid from Mid Plains Construction Company of Grand Island Nebraska for $2,134,000.00 to provide the labor and materials for the 200-wing remodel on the Grand Island Campus.

President's Report, May 2023
Dr. Matt Gotschall
CCC's Ord Learning Center

- Participated in three successful commencements! Thanks to the board members who were able to participate this year. Suggestions for next year are always welcome from your perspective.
- Several meetings this past month regard pending legislation at the state level. We remain supportive of the amendment regarding tax levy changes and additional state funding for community colleges.
- Conducted an open forum in Hastings at which time Heartwell Renewables announced a $100,000 gift of scholarships to CCC.
- Attended the Postsecondary International Network (PIN) conference that was held in conjunction with College Institutes of Canada (CiCAN) and World Federation of Colleges & Polytechnics (WFCP) in Montreal, Canada. Sessions included transformational leadership in higher education, international student programming, AI and cybersecurity crisis response planning. I continue to serve as treasurer for PIN, serve on the executive council and presented a session at the conference on our change from mandatory to recommended academic assessment and placement.
- Participated in several state SkillsUSA events in Grand Island, including as a judge for one event, and also hosted the Nebraska Manufacturing Advisory Council at CCC-Grand Island.
- Hosted spring President's Quality Action Council meeting with CCC representatives from administration, faculty, staff, contract staff and students. Updates were presented on college initiatives.
- Participated virtually in the NCCA quarterly meeting and had regular communication with NCCA presidents regarding a variety of legislative and operational issues.
- Celebrated the completion of our first registered apprenticeship in welding for the skills portion of the program. The student also graduated in May's ceremony.
- Several meetings were held regarding data governance, cyber risks and assessment reports.
- Attended several faculty retirement events, Faculty Senate and yearend assessment meetings.
- Participated in pre-audit planning meeting, CCC budget training and foundation budget meetings.
- Reports from area vice presidents include:
    - Early childhood education faculty will work this summer on training for CPR and Safe With You in order to be certified trainers in both. These will become part of the pre-practicum course and improve employability of our students while still in college.
    - In adult education, Becky Fausett, Sherry Seibert-Bough and Jessica Johnson attended the COABE Conference in Atlanta, Georgia. Keilen Mocencio attended virtually. Many thanks to Hastings Literacy Program for funding Jessica and Keilen. Top takeaways were ideas for building community in the classroom, starting a boot camp for GED students with one test left, and assigning students jobs in the classroom that will build career soft skills.
    - The Raiders softball team captured the Nebraska Community College Championship and Coach Simon was named Coach of the Year. CCC also hosted and won the Region IX tournament but lost in Division place to DMACC.
    - Raider esports' Call of Duty: Cold War Gunfight 2v2 had an amazing season! The team of Justice Silver and Zack Hollingsworth finished as NJCAAe National Runner-Up.
    - CCC men's basketball player, Tre Deveaux, was selected as a NJCAA Division II First Team All American. He will represent CCC at the National Basketball Coaches Association All Star game in Las Vegas in May.
    - Counseling and prevention education had a total number of 922 appointments (completed) during Fall 2022 and Spring 2023. This translates into an increase of 31% in the number of sessions from last year. Director Luz Colon-Rodriguez has been invited to present a

workshop regarding mental health at the Siembra Nebraska Conference hosted by the Latino Center for the Midlands on May 31 in Omaha.

- The Veterans Military and Resource Center coordinated a "signing event" on April 20 for Madeline Crome, a Hastings Campus student who signed her National Guard contract and swore her oath. Basic training began on May 5t, so she wasn't be able to attend graduation but wanted to have something memorable and that was the "signing event."
- Andrea Hays, Hastings career and employment services director is supervising 24 student internships this summer and working with Brett Wells to support the Scott Scholar interns.
- The health information management systems program submitted their APAR (Annual Program Assessment Report) for CAHIIM (Commission on Accreditation for Health Informatics and Information Management Education) Report on May 15.
- First-year and second-year medical technician students competed in the state-wide Quiz Bowl on April 26 that was put on by ASCLS Student Organization. They competed against several other schools around the state, with one of the four CCC teams placing second. CCC and UNMC were the two largest schools represented with the same number of students participating. This activity was developed to assist in prepping MEDT students for their certification exam.
- Occupational therapy assistant program is full for Fall 2023 with orientation for this cohort scheduled for the end of May.
- The paramedicine program graduated nine student, who will start their internship this summer. Eleven students are on track to move into the second year of the program. There are 20 first-year students registered to begin the program Fall 2023. This is the highest number the program has ever seen. With nearly three more months before classes start, we could see additional enrollees.
- The dental hygiene program saw over 4,000 children during 2022-23 school year, providing access to care they may not otherwise have had. dental hygiene students visit local Head Starts and preschools in our communities.
- Fifteen students in dental assisting are on track to finish by June 23. Students have completed the requirements for radiography and coronal polishing certifications. Spring semester two-day-a-week clinical rotations are completed. Fourteen students are seeking or have already secured employment, and one student is continuing her education. The Fall 2023 cohort is already full.

	COLUMBUS			GRAND ISLAND			HASTINGS			LEXINGTON			KEARNEY			HOLDREGE			COLLEGE WIDE UNDUPLICATED			
	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	2022-23	% OF change	2021-22	
HEADCOUNT																						**HEADCOUNT**
Credit - Campus	1,136	-1.39%	1,152	1,273	-9.52%	1,407	1,135	-7.20%	1,223	79	-26.85%	108	806	-7.99%	876	20	-37.50%	32	3,619	-6.32%	3,863	**Credit - Campus**
Credit- Distance	3,148	-3.02%	3,246	3,579	8.06%	3,312	2,678	11.91%	2,393	296	10.45%	268	645	18.57%	544	116	54.67%	75	7,172	2.75%	6,980	**Credit- Distance**
Non-Credit Reim.	2,240	2.94%	2,176	1,053	20.62%	873	809	15.57%	700	410	18.84%	345	762	58.42%	481	280	25.00%	224	5,554	15.73%	4,799	**Non-Credit Reim.**
TOTAL	6,524	-0.76%	6,574	5,905	5.60%	5,592	4,622	7.09%	4,316	785	8.88%	721	2,213	16.41%	1,901	416	25.68%	331	16,345	4.49%	15,642	**TOTAL**
Undup Credit Headcount	3,744	-3.55%	3,882	4,362	3.02%	4,234	3,381	6.49%	3,175	365	0.83%	362	1,370	0.37%	1,365	135	26.17%	107	8,859	-0.02%	8,861	**Undup Credit Headcount**
Undup Credit & NCR	5,962	4.01%	5,732	5,348	6.45%	5,024	4,127	7.47%	3,840	762	9.17%	698	2,071	14.10%	1,815	417	24.48%	335	13,982	5.86%	13,208	**Undup Credit & NCR**
FTE																						**FTE**
Credit - Campus	337.77	-6.93%	362.93	314.60	-14.01%	365.87	536.60	-3.36%	555.27	10.13	-40.17%	16.93	166.13	-13.73%	192.57	2.10	-36.36%	3.30	1,367.33	-8.65%	1,496.87	**Credit - Campus**
Credit- Distance	566.80	-0.91%	572.00	540.17	9.69%	492.47	451.23	16.40%	387.67	62.20	-5.80%	66.03	83.57	19.22%	70.10	21.17	91.93%	11.03	1,725.14	7.87%	1,599.30	**Credit- Distance**
Non-Credit Reim.	26.19	-8.47%	28.61	15.02	21.21%	12.39	11.19	9.04%	10.26	12.09	0.07%	12.08	22.57	157.99%	8.75	1.87	15.96%	1.61	88.92	20.65%	73.70	**Non-Credit Reim.**
TOTAL	930.76	-3.40%	963.54	869.79	-0.11%	870.73	999.02	4.81%	953.20	84.42	-11.18%	95.04	272.27	0.31%	271.42	25.14	57.70%	15.94	3,181.39	0.36%	3,169.87	**TOTAL**
FULL/PART-TIME																						**FULL/PART-TIME**
Credit Full-Time	338	-3.70%	351	197	-4.83%	207	632	3.61%	610	20	-28.57%	28	22	15.79%	19	0	#DIV/0!	0	2,110	1.83%	2,072	**Credit Full-Time**
Credit Part-Time	3,406	-3.54%	3,531	4,165	3.43%	4,027	2,749	7.17%	2,565	345	3.29%	334	1,348	0.15%	1,346	135	26.17%	107	6,749	-0.59%	6,789	**Credit Part-Time**
Non-Credit Reim.	2,240	2.94%	2,176	1,053	20.62%	873	809	15.57%	700	410	18.84%	345	762	58.42%	481	280	25.00%	224	5,554	15.73%	4,799	**Non-Credit Reim.**
TOTAL	5,984	-1.22%	6,058	5,415	6.03%	5,107	4,190	8.13%	3,875	775	9.62%	707	2,132	15.49%	1,846	415	25.38%	331	14,413	5.51%	13,660	**TOTAL**
MALE/FEMALE																						**MALE/FEMALE**
Credit--Male	1,522	-1.17%	1,540	1,530	9.29%	1,400	1,451	5.22%	1,379	154	3.36%	149	499	6.17%	470	63	70.27%	37	3,598	4.26%	3,451	**Credit--Male**
Credit--Female	2,222	-5.12%	2,342	2,832	-0.07%	2,834	1,930	7.46%	1,796	211	-0.94%	213	871	-2.68%	895	72	2.86%	70	5,261	-2.75%	5,410	**Credit--Female**
Non-Credit-Male	1,125	-6.95%	1,209	471	13.77%	414	488	26.75%	385	167	-8.74%	183	420	116.49%	194	140	32.08%	106	2,811	12.85%	2,491	**Non-Credit-Male**
Non-Credit-Female	1,115	15.31%	967	582	26.80%	459	321	1.90%	315	243	50.00%	162	342	19.16%	287	140	18.64%	118	2,743	18.85%	2,308	**Non-Credit-Female**
TOTAL	5,984	-1.22%	6,058	5,415	6.03%	5,107	4,190	8.13%	3,875	775	9.62%	707	2,132	15.49%	1,846	415	25.38%	331	14,413	5.51%	13,660	**TOTAL**
Duplicate Headcount Between Campus & Distance	540	4.65%	516	490	1.03%	485	432	-2.04%	441	10	-28.57%	14	81	47.27%	55	1	#DIV/0!	0	1,932	-2.52%	1,982	**Duplicate Headcount Between Campus & Distance**

NOTES:

(1) Under the column Head Count--there is duplication between Campus and Distance; this duplication is removed under the columns Full/Part-Time and Male/Female.

(2) There is duplication among the campuses; i.e., if a student is taking courses from two campuses, they are counted on each campus, but not in the total column.

(3) Campus is a student physically steps foot on campus (lecture, lab, lecture/lab, IP-CCC to CCC, workshop)

(4) Distance is a student that does not go to a campus/center (exception is Web Courses that are blended) (i.e., high school, IP--CCC to HS, workshop, College Park, clinical, coop/internship)

(5) There is duplication between credit and non-credit headcount; i.e., if a student takes both a credit and a non-credit course, they are counted in both categories.

CENTRAL COMMUNITY COLLEGE
2022-23 ENROLLMENT SUMMARY BY ALPHA
Spring 2023 as of April 30, 2023

	COLUMBUS			GRAND ISLAND			HASTINGS			LEXINGTON			KEARNEY			HOLDREGE			COLLEGE WIDE UNDUPLICATED NUMBERS			
	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	Spring 23	% OF change	Spring 22	
UNDUPLICATED HEADCT																						UNDUPLICATED HEADCT
Campus	1,210	5.37%	1,145	892	-6.01%	949	1,039	13.43%	916	38	-41.54%	65	588	20.00%	490	7	-56.25%	16	3,704	4.87%	3,532 *	Campus
Distance	2,816	-3.98%	2,928	2,398	10.15%	2,177	2,161	5.83%	2,042	358	61.99%	221	401	-10.29%	447	94	276.00%	25	7,731	4.86%	7,373 *	Distance
TOTAL	4,026	-1.15%	4,073	3,290	5.25%	3,126	3,200	8.18%	2,958	396	38.46%	286	989	5.55%	937	101	146.34%	41	11,435	4.86%	10,905	TOTAL
DUPLICATED HEADCT																						DUPLICATED HEADCT
Campus	1,519	-7.43%	1,641	1,273	-13.34%	1,469	2,492	-4.01%	2,596	38	-37.70%	61	715	-14.58%	837	7	-30.00%	10	6,044	-8.62%	6,614	Campus
Distance	3,074	5.85%	2,904	2,756	6.33%	2,592	2,363	15.83%	2,040	358	-11.60%	405	426	15.45%	369	94	77.36%	53	9,071	8.47%	8,363	Distance
TOTAL	4,593	1.06%	4,545	4,029	-0.79%	4,061	4,855	4.72%	4,636	396	-15.02%	466	1,141	-5.39%	1,206	101	60.32%	63	15,115	0.92%	14,977	TOTAL
REGISTERED CREDIT																						REGISTERED CREDIT
Campus	4,259.00	-9.75%	4,719.00	3,909.00	-14.45%	4,569.00	6,947.00	-5.46%	7,348.00	122.00	-36.46%	192.00	2,322.00	-15.22%	2,739.00	21.00	-30.00%	30.00	17,580.00	-10.29%	19,597.00	Campus
Distance	9,261.00	3.14%	8,979.00	7,696.00	10.24%	6,981.00	7,066.00	18.80%	5,948.00	1,258.00	-14.25%	1,467.00	1,313.00	13.09%	1,161.00	277.00	92.36%	144.00	26,871.00	8.88%	24,680.00	Distance
TOTAL	13,520.00	-1.30%	13,698.00	11,605.00	0.48%	11,550.00	14,013.00	5.39%	13,296.00	1,380.00	-16.82%	1,659.00	3,635.00	-6.79%	3,900.00	298.00	71.26%	174.00	44,451.00	0.39%	44,277.00	TOTAL
FTE																						FTE
Campus	141.97	-9.75%	157.30	130.30	-14.45%	152.30	231.57	-5.46%	244.93	4.07	-36.46%	6.40	77.40	-15.22%	91.30	0.70	-30.00%	1.00	586.00	-10.29%	653.23	Campus
Distance	308.70	3.14%	299.30	256.53	10.24%	232.70	235.53	18.80%	198.27	41.93	-14.25%	48.90	43.77	13.09%	38.70	9.23	92.36%	4.80	895.70	8.88%	822.67	Distance
TOTAL	450.67	-1.30%	456.60	386.83	0.48%	385.00	467.10	5.39%	443.20	46.00	-16.82%	55.30	121.17	-6.79%	130.00	9.93	71.26%	5.80	1,481.70	0.39%	1,475.90	TOTAL
REU																						REU
Campus	179.93	-11.40%	203.08	190.70	-11.30%	215.00	410.95	-3.22%	424.61	5.57	-38.11%	9.00	98.33	-12.96%	112.97	1.05	-30.00%	1.50	886.53	-8.24%	966.16	Campus
Distance	367.48	5.76%	347.47	349.67	9.91%	318.15	294.10	16.24%	253.02	43.93	-15.27%	51.85	50.17	7.02%	46.88	10.77	76.56%	6.10	1,116.12	9.05%	1,023.47	Distance
TOTAL	547.41	-0.57%	550.55	540.37	1.35%	533.15	705.05	4.05%	677.63	49.50	-18.65%	60.85	148.50	-7.10%	159.85	11.82	55.53%	7.60	2,002.65	0.65%	1,989.63	TOTAL

Notes to the attached pages:

(1) The "Unduplicated" column refers to no duplication within the program alpha (i.e., if a student is registered for 3 accounting courses, they are counted once in the ACCT unduplicated column and 3 times in the duplicated column). However, there is still duplication among the different programs, (i.e., if a student is enrolled in 2 different alpha courses (ACCT and COMM), they are counted twice (once in ACCT, once in COMM).

(2) The "Duplicated" column refers to the number of registrations in that program alpha.

*Notes to above:

(1) The "College Wide" column for "Unduplicated Head Count" does not add across--this is due to students taking courses from more than one campus.

(2) Non-credit reimbursable is not included.

(3) Campus is a student physically steps foot on campus (lecture, lab, lecture/lab, IP-CCC to CCC, workshop)

(4) Distance is a student that does not go to a campus/center (exception is Web Courses that are blended) (i.e., high school, IP--CCC to HS, workshop, College Park, clinical, coop/internship)

CENTRAL COMMUNITY COLLEGE
2022-23 ALPHA ENROLLMENT SUMMARY BY CLUSTER
Spring 2022 as of April 30, 2022

	ACADEMIC ED/GEN ED			BUSINESS			HEALTH			TECHNOLOGY			TOTAL UNDUPLICATED WITHIN CLUSTER		
	Spring 2023	% OF change	Spring 2022	Spring 2023	% OF change	Spring 2022	Spring 2023	% OF change	Spring 2022	Spring 2023	% OF change	Spring 2022	Spring 2023	% OF change	Spring 2022
DUP HEAD COUNT															
Campus	2,007	-20.10%	2,512	640	9.40%	585	446	-10.80%	500	591	-6.93%	635	2,857	-7.72%	3,096
Distance	5,351	7.75%	4,966	1,495	6.86%	1,399	575	21.31%	474	310	9.93%	282	5,738	4.65%	5,483
TOTAL	7,358	-1.60%	7,478	2,135	7.61%	1,984	1,021	4.83%	974	901	-1.74%	917	8,595	0.19%	8,579
TOTAL REG															
Campus	2,173	-19.40%	2,696	923	5.97%	871	911	-6.37%	973	2,037	-1.78%	2,074	6,044	-8.62%	6,614
Distance	5,638	7.76%	5,232	2,215	10.42%	2,006	821	11.10%	739	397	2.85%	386	9,071	8.47%	8,363
TOTAL	7,811	-1.48%	7,928	3,138	9.07%	2,877	1,732	1.17%	1,712	2,434	-1.06%	2,460	15,115	0.92%	14,977
FTE															
Campus	221.70	-20.60%	279.23	92.07	6.19%	86.70	91.37	-8.42%	99.77	180.87	-3.55%	187.53	586.01	-10.29%	653.23
Distance	562.93	8.84%	517.20	212.63	9.25%	194.63	83.43	10.02%	75.83	36.70	4.86%	35.00	895.69	8.88%	822.66
TOTAL	784.63	-1.48%	796.43	304.70	8.31%	281.33	174.80	-0.46%	175.60	217.57	-2.23%	222.53	1,481.70	0.39%	1,475.89
REU															
Campus	226.45	-20.41%	284.52	146.43	2.67%	142.62	157.77	-7.37%	170.32	355.88	-3.48%	368.71	886.53	-8.24%	966.17
DIstance	579.27	9.33%	529.82	337.15	9.79%	307.10	129.53	8.53%	119.35	70.17	4.42%	67.20	1,116.12	9.05%	1,023.47
TOTAL	805.72	-1.06%	814.34	483.58	7.53%	449.72	287.30	-0.82%	289.67	426.05	-2.26%	435.91	2,002.65	0.65%	1,989.64

NOTES:

(1) Unduplicated head count for all clusters for spring 2022 was 6385; for spring 2023 it is 6366.

(2) ACAD ED/GEN ED cluster includes the Alphas ECED and LIBR

(3) Non-credit reimbursable (RE term) is not included

(4) Campus is a student physically steps foot on campus (lecture, lab, lecture/lab, IP-CCC to CCC, workshop)

(5) Distance is a student that does not go to a campus/center (exception is Web Courses that are blended) (i.e., high school, IP--CCC to HS, workshop, College Park, clinical, coop/internship)

Grant Report Narrative
April 24, 2024

We have submitted twenty (**38**) grant proposals for 2022-23 totaling **$6,134,853.00** of which **$2,250,054.43** has been approved and **$851,276.00** is pending.

Funding Notices:
- Funded - $170,000 DHHS, CDC EMS Simulation Room (S. Kort)
- Denied - $10,000 BNSF, Pirinie Inclusive Playground (J. Rohan)
- Funded – $11,050 2 Worker Training Grants (D. Pauley)

Projects Submitted
- $15,525.00 - WTG Camaco Industrial Training, Nebraska Department of Labor (D. Pauley)
- $5,400.00 - WTG Camaco Robo Welding, Nebraska Department of Labor (D. Pauley)
- $45,000.00 - WTG Eaton 03.31.2023, Nebraska Department of Labor (D. Pauley)
- $9,000.00 - WTG Hornady Mill & Lathe 03.31.2023, Nebraska Department of Labor (S. Hooker)
- $5,000.00 - Benjamin A. Black Charitable Trust for Children (N. Freelend)
- $128,000.00 - Heartwell Renewables Special Project, Nebraska Department of Labor (D. Pauley)
- $368,600.00 Lowe's Foundation Improving Our Skilled Trades Students (M. Gotschall)
- $5,000.00 - MTEK Marketing Technology Education for Kearney, Parker Hannafin (K. Christensen)
- $18,000.00 - WTG BD INDT, Nebraska Department of Labor (D. Pauley)
- $7,750.00 - WTG BD Train the Trainer, Nebraska Department of Labor (D. Pauley)
- $6,400.00 - WTG BD LDS, Nebraska Department of Labor (D. Pauley)
- $1.00 - UNL NSF VR Room Training Collaboration, National Science Foundation (M. Gotschall)
- $100,000.00 - Perkins reVISION Action Grant Truck Simulator, Nebraska Department of Education (M. McCann)

In Development
- ARPA, State of Nebraska, workforce development
- Accredited Jobs Training, Nebraska DED, Workforce Training – Heartwell Renewables, $128,000
- Union Pacific Workforce Development, TBD, $25,000 max
- Cigna Healthcare Workforce Development
- HAAS Grant – June 30, 2023
- Caterpillar Foundation Grant
- Economic Development Administration Program Grant, Apprenticeship Funding
- National Science Foundation ATE, Plastics Injection Molding focus to recruit and serve underserved/minority populations, due approx. Oct 1, 2023
- Worker training grants due June 30, 2023
- Perkins Local Plan, due in May
  - Perkins Improvement Plan Due in May

Mini Grant Competition – Spring 2023
We received six mini-grant applications. Final decisions:
BSAD Full Funding of $2,500
DENH Partial Funding of $8,120
NURS-NSNA Full Funding of $5,940
Total Funding $16,560

				April 24, 2023		

Fiscal Year	# of Grant Projects	Multi - Year (Total) Amount Requested	Multi - Year (Total) Pending	Approved Amount	Not Funded	% of Year
15-16 YTD	87	$10,562,485	$0	$7,424,878	$3,007,680	100%
16-17 YTD	82	$8,542,445	$0	$4,345,136	$4,179,115	100%
17-18 YTD	88	$9,972,357	$0	$8,188,026	$1,445,442	100%
18-19 YTD	88	$6,915,278	$0	$6,084,494	$830,784	100%
19-20 YTD	94	$12,138,650	$0	$10,830,376	$1,308,274	100%
20-21 YTD	43	$8,298,463	$0	$6,195,495	$2,299,177	100%
21-22 YTD	54	$11,531,871	$0	$13,914,356	$5,041,419	100%
22-23 YTD	38	$6,134,853	$861,276	$2,250,054	$3,031,010	83%

Proposal Number	Agency	Title	PI	Agency Deadline	Submitted	Requested	Received
Dispositioned							
2223-016	National Science Foundation	Consortium for Mechatronics Education	D. Pauley	10/06/22	10/05/22	$2,934,397	$0
2223-020	ARPA - Equipment	State of Nebraska	N. Allen / P. Bales	02/28/23	02/28/23	$1,000,000	$1,000,000
Dispositioned Total						**$3,934,397**	**$1,000,000**

Proposal Number	Agency	Title	PI	Agency Deadline	Submitted	Requested	Received
Current Year Active/Funded							
2122-037	US Department of Labor	Project ELEVATE	J. Wallace/C. Gray	04/25/22	04/22/22	$3,962,324	$3,962,324
2122-038	Nebraska Department of Education	Perkins V - Year 3 (2022-23)	Candace Walton	05/01/22	05/01/22	$490,634	$490,634
2122-040	Nebraska Department of Education	Adult Education Volunteer Coordination	B. Fausett	05/04/22	04/25/22	$27,176	$27,300

2122-045	AE Regular (231) 2022-23	Nebraska Department of Education	B. Fausett	05/23/22	05/18/22	$710,022	$642,000
2122-046	AE Corrections (235) 2022-23	Nebraska Department of Education	B. Fausett	05/23/22	05/18/22	$14,552	$14,500
2122-047	Metallica Scholar Iniative 2022-23	AACC	M. David / B. Hoffman	05/27/22	05/27/22	$50,000	$50,000
2122-048	Rotary District 5650	CCC/PVLA Volunteer Support and Signage	Amy Mancini	05/31/22	05/31/22	$1,500	$1,500
2122-050	Nebraska Department of Economic Development	Nebraska Career Scholarships	J. Walton	06/15/22	06/14/22	tbd	$442,900
2122-053	Nebraska Department of Labor	WTG 06.30.2022 Camaco Advanced Manufacturing	D. Pauley	06/30/22	06/30/22	$36,000	$36,000
2122-054	Haas Foundation	Haas Scholarship Support	N. Allen, A. Feeney, B. Davis	06/30/22	06/30/22	$50,000	$50,000
2223-001	AACC (American Association of Community Colleges)	AACC x Google Rural Serving College Hub Initiative	B. Hoffman/J. Davis		07/14/22	$0	$0
2223-002	Nebraska Statewide Arboreteum	Nebraska Statewide Arboretum Greener Towns	B. Newton		08/09/22	$4,500	$4,500
2223-003	Nebraska Statewide Arboreteum	Nebraska Arboretum 10 Free Trees	A. Thiessen		07/29/22	$1	$1
2223-011	Nebraska Department of Labor	WTG 09.30.2022 Embecta/BD Holdrege Maintenance	Douglas Pauley	09/30/22	09/29/22	$6,750	$6,750
2223-012	Caterpiller Dealer Excellence Fund	Caterpiller DEF	Alison Feeney	09/29/22	09/29/22	$25,000	$25,000

Proposal Number	Agency	Title	PI	Agency Deadline	Submitted	Requested	Received
2223-013	Nebraska Department of Labor	WTG 09.30.2022 Royal Emotional Intelligence	Sandy Samuelson	09/30/22	09/29/22	$765	$765
2223-014	Vern & Esther Taylor	Scholarships	J. Rohan	09/30/22	09/30/22	$2,500	$10,000
2223-015	American Association of Community Colleges	Cyber Skills for All	Dan Gompert, Brian Hoffman	10/24/22		$20,000	$20,000
2223-017	Nebraska Department of Labor	WTG 12.31.2022 Crete Carrier LDS	Susan Hooker	12/30/22	11/15/22	$800	$800
2223-018	Coordinating Commission for Postsecondary Education	ITS/Business (200 Wing) Remodel	M. Kemnitz		12/21/22	$1,000,000	$1,000,000
2223-020	ARPA - Equipment	State of Nebraska	M. Gotschall	02/28/23	02/28/23	$1,000,000	$1,000,000
2223-027	WTG Embecta Mold Injection 12.31.2022	Nebraska Department of Labor	Douglas Pauley	Approved	12/16/2022	$7,525.00	$7,525.00
2223-028	WTG Embecta Maintenance Training	Nebraska Department of Labor	Douglas Pauley	Approved	12/15/2022	$3,525.00	$3,525.00
Proposal Number	**Agency**	**Title**	**PI**	**Agency Deadline**	**Submitted**	**Requested**	**Received**
Pending							
2223-005	Wish You Well Foundation	Adult Literacy	R. Fausett, K. Fuscher			$9,600	
2223-021	Perkins reVISION Action Grant Truck Simulator	Nebraska Department of Education	Matt McCann	Pending	03/24/2023	$100,000.00	
2223-038	Union Pacific Foundation Workforce Development	Union Pacific Foundation	TBD	To Be Submitted			
2223-037	UNL NSF VR Room Training Collaboration	National Science Foundation	Matthew Gotschall	Pending	04/18/2023	$1.00	

2223-036	Heartwell Renewables Operator Training AJT	Nebraska Department of Economic Development	Douglas Pauley	To Be Submitted		$128,000.00	
2223-035	WTG Heartwell Renewables Special Project 4.2023	Nebraska Department of Labor	Douglas Pauley	Pending	04/13/2023	$128,000.00	
2223-034	Lowe's Foundation Improving Our Skilled Trades Students	Lowe's Foundation	Matthew Gotschall	Pending	04/10/2023	$368,600.00	
2223-033	MTEK - Marketing Technology Education for Kearney	Parker Hannafin	Kelly Christensen	Pending	04/03/2023	$5,000.00	
2223-032	WTG BD INDT 03.31.2023	Nebraska Department of Labor	Douglas Pauley	Pending	03/31/2023	$18,000.00	
2223-031	WTG BD Train the Trainer 03.31.2023	Nebraska Department of Labor	Douglas Pauley	Pending	03/31/2023	$7,750.00	
2223-030	WTG BD LDS 03.31.2023	Nebraska Department of Labor	Douglas Pauley	Pending	03/31/2023	$6,400.00	
2223-026	WTG Camaco Industrial Training 03.31.2023	Nebraska Department of Labor	Douglas Pauley	Pending	03/31/2023	$15,525.00	
2223-025	WTG Camaco Robo Welding	Nebraska Department of Labor	Douglas Pauley	Pending	03/30/2023	$5,400.00	
2223-024	WTG Eaton 03.31.2023	Nebraska Department of Labor	Douglas Pauley	Pending	03/23/2023	$45,000.00	
2223-023	WTG Hornady Mill & Lathe 03.31.2023	Nebraska Department of Labor	Susan Hooker	Pending	03/29/2023	$9,000.00	

Proposal Number	Agency	Title	PI	Agency Deadline	Submitted	To Be Requested
2223-022	Benjamin Black 2023	Benjamin A. Black Charitable Trust for Children (Wells Fargo)	Nicholas Freelend	Pending	03/28/2023	$5,000.00
	Total Pending					**$851,276**

Proposal Number	Agency	Title	PI	Agency Deadline	Submitted	To Be Requested
In Development						
	ARPA - Capital Project	State of Nebraska		TBD		
	ARPA - Workforce Development	State of Nebraska	D. Pauley	03/31/23		tbd
	National Science Foundation	ATE - Plastics Underserved populations	D. Pauley, K. Anderson	abt 10/1/2023		
	Nebraska Dept of Labor	06.30.2023 Worker Training Grants	Various			
	Perkins Local Plan	Nebraska Dept of Education	Various	May		
	Accredited Jobs Training	NE DED	D. Pauley	May		$128,000
	Union Pacific Workforce Development	Union Pacific	TBD	05/31/23		
	Cigna	Healthcare	S. Kort	05/05/23		
	HAAS	HAAS	CCCF	06/30/23		
	CAT Foundation		CCF			
	Economic Development Administration Program Grant	DOL	C. Gray			$50,000
In Development Total						

CCC Mini-Grants	Project Name	Faculty/Staff	Awarded
SP 2023	Strengths Finder for BUS Leadership Students	V. King	$2,500
SP 2023	Acadental Heads (8)	W. Cloet	$8,120
SP 2023	Found NSNA Chapter	M. White	$5,940
FA 2022	Crime House Supplies	M. David	$5,000
FA 2022	Mingle with Cultures (HMRM)	R. O'Brien	$3,240
2022-23	**Total Mini-Grants Awarded**		**$24,800**

CCC Mini Grants		Awarded
2022-2023 Mini Grants	Spring 2023	$16,560
2022-2023 Mini Grants	Fall 2022	$8,240
2021-2022 Mini Grants	Spring 2022	$4,990
2021-2022 Mini Grants	Fall 2021	$4,300
2020-2021 Mini Grants	Spring 2021	$16,990
2020-2021 Mini Grants	Fall 2020	$0
2019-2020 Mini Grants	Spring 2020	$0
2019-2020 Mini Grants	Fall 2019	$30,459
2018-2019 Mini Grants	Spring 2019	$13,588
2018-2019 Mini Grants	Fall 2018	$32,178
2017-2018 Mini Grants	Spring 2018	$26,950
2017-2023 Mini Grants	Fall 2017	$23,023
2017-2018 Service Learning Grants		$17,154
2016-2017 Mini-Grant: Spring 2017	Spring 2017	$30,290
2016-2017 Mini-Grant: Fall 2016	Fall 2016	$27,940
2015-2016 Mini-Grant: Spring 2016	Spring 2016	$13,046
2016-Present		**$265,708**

Note: Due to distribution of funds, some grants may duplicate on Foundation financials.

Account Number	Area	Vendor	Item	PO Total	Campus/Center	Comments
00-8-46207-5293	INSTITUTIONAL RESEARCH	University of Texas at Austin	Survey Administration: CCSSE 2023, CCFSSE (faculty survey) 2023, Race/Ethinicity Survey 2023	$11,108	College-Wide	
31-8-64608-5284	IT SERVICES	Tandem Cyber, LLC	Operational Package - Cybersecurity Services	$19,744	College-Wide	
28-2-76300-5532 H-24-624	REVENUE BOND PROJECTS H - Replace Snack Bar Gate	M & O Metals Inc.	Labor and materials to replace Snack bar Security Gate. The Gate should be Aluminum Grille and be able to lock. dimensions are 28' 2-1/8"W x 8' 0"H, curve in the gate.	$18,860	Hastings	
90-4-76700-5284 G-23-005	ADA PROJECTS GI - Concrete Replacement	Tri City Concrete	Concrete Repair and Replacement at the CCC Kearney Center. Project to be completed no later that August 11, 2023. PROJECT G-23-005	$15,054	Kearney	
80-3-76500-5284 C-24-626	CAPITAL PROJECTS C - Well Wastewater Pump	MMC Mechanical Contractors, Inc	Materials and labor to replace a wastewater pump on the lift station in Student Center, Columbus Campus, to include: Testing of New Pump for Proper Operation and Piping for any Leaks; Clean up and Load out all Excess Materials PROJECT C-24-626	$14,653	Columbus	
80-2-76500-5284 H-23-001	CAPITAL PROJECTS H - Repair & Maintenance	Island Glass Company Inc	Labor and Material to replace 2 doors on the Kearney Building. Please see attached Quote for the full scope of work for each door as they are 2 different sizes.	$10,365	Hastings	
00-5-11111-5284	GENERAL-ELS I	Lakeview Community Schools	Contractual agreement with Lakeview Community Schools for instruction by Kelly Schaad, Jill Krienke, Nicole Miller, Patrick Clark held at school for the 22/23 academic year for Columbus CWE.	$18,120	Columbus	
80-3-76500-5284 C-23-001	CAPITAL PROJECTS	Rutt's Heating & Air Conditioning Inc	Materials and labor to replace a compressor on East Education Building, Columbus Campus. This is a Trane chiller and will require the services of Rutt's as the parts are proprietary. PROJECT C-23-001	$15,550	Columbus	
00-5-11100-5284	GENERAL-ELS I	Shelby Rising City Public Schools	Services with Shelby/Rising City Public School for instruction provided payment for the 22/23 year.	$12,360	Columbus	

BOARD REPORT
MAY 2023 - PURCHASES $10,000 - $20,000

BOARD REPORT
MAY 2023 - PURCHASES OVER $20,000

Account Number	Area	Vendor	Item	PO Total	Campus/Center	Comments
31-8-55309-5399	CAFETERIA	Chartwells Dining	March billing for student meals	$89,232	Hastings	
31-8-55309-5399	CAFETERIA	Chartwells Dining	March 2023 for student meals	$37,848	Columbus	
00-8-63607-5284	GEN INSTITUT EXP	Allied Universal Security Services	Security Services March 2023	$87,800	College-Wide	
80-2-76500-5284 H-23-570	CAPITAL PROJECTS H - Merrick/Kearney Entry	Albireo Energy LLC	Albireo Energy will provide the alternate scope for the Tri Plex controls. It includes: integration to VRF via BACnet protocol, Provide integration to new ERV via BACnet protocol. Update programming on existing BAS. Update graphics on existing BAS system, verify proper operation.	$55,165	Hastings	
31-8-64608-5284	IT SERVICES	Ellucian Company, L.P.	Item 60: License Fee For Ellucian's Recruit Base License Subscription Term: From 06/01/2023 To 05/31/2024; Item 120: Ellucian eCRM Premium User License Fee Subscription Term: From 06/01/2023 To 05/31/2024; Item 180: Ellucian eCRM Standard User License Fee Subscription Term: From 06/01/2023 To 05/31/2024	$75,755	College-Wide	
31-8-55309-5399	CAFETERIA	Chartwells Dining	April 2023 billing for student meals	$44,534	Columbus	
90-2-76700-5284 H-24-005	ADA PROJECTS H - Concrete Replacement	New Wave Concrete LLC	Concrete Repair on the Hastings Campus per Attached Specifications. Work to be performed during the summer of 2023, commencing after May 5, 2023, with a completion date of August 1, 2023.	$38,621	Hastings	
90-2-76700-5284 H-23-564	ADA PROJECTS H - Repair Mer Kear Entrance	New Wave Concrete LLC	Concrete Repair on the Hastings Campus per Attached Specifications. Work to be performed during the summer of 2023, commencing after May 5, 2023, with a completion date of August 1, 2023.	$42,115	Hastings	
80-2-76500-5284 H-24-611	CAPITAL PROJECTS H - Polk S. Prkg Concrete Rplc	New Wave Concrete LLC	Polk Building, Hastings Campus, West Parking Lot Replacement per Attached Specifications. Work to be performed during the summer of 2023, Commencing after May 5, 2023 with a completion date of August 1, 2023.	$200,000	Hastings	
31-2-63348-5532	FARMLAND	Janssen and Sons Ford	2021 Toyota Camry Gray, 4 cylinder Engine, 8 speed A/T /FWD Lane Tracing Assist (LTA), Toyota Safety Sense (TSS) 2.5+ VIN: 4T1G11AK4MU539717	$24,986	Hastings	Previously approved by BOG
90-2-76700-5284 H-24-005	ADA PROJECTS H - Concrete Replacement	Northland PCC, Inc.	Grind down various sidewalks and curbs on the Hastings Campus to meet ADA guidelines. Please see attached Quote for the full scope of work and map of area's being fixed.	$21,379	Hastings	
31-2-63348-5284	FARMLAND	T & L Services	Repair the East Pivot on the Rental Ground for Hastings Campus.	$21,288	Hastings	Emergency purchase
28-3-76300-5535 C-24-623	REVENUE BOND PROJECTS C - Chair Replacement Suites	Sauder Education	Requesting replacement chair backs and seats for our Trey Chairs in both residence halls. Chair backs. Grade F Fabric - Maharam Metric Bonsai	$25,195	Columbus	
80-2-76500-5284 H-24-609	CAPITAL PROJECTS H - Hamilton Const Lab Heat	New Wave Concrete LLC	Polk Building, West Parking Lot Replacement Specifications. Work to be performed during the summer of 2023, Commencing after May 5, 2023 completion date of August 1, 2023.	$27,888	Hastings	