

NSHE GRANTS-IN-AID: SUMMARY OF PROPOSAL

Given the expansiveness of the proposed revisions to the Board's policies governing grants, this document, in lieu of the traditional briefing paper, details the substantive provisions of the policy proposal (attached).

Impetus/Background

From January 2006 through April 2008, the NSHE Internal Audit Department audited the professional employee and graduate research assistant-grant functions at all NSHE institutions, including DRI, System Administration and System Computing Services. Through the course of the audits, the Audit Committee in adopting the reports recommended that the provisions of Board policy in Title 4, Chapter 18, be revised to reflect "best practices" and current institutional protocols where appropriate. A number of the Board's policies on grants date back to the 1960s. Subsequent revisions to the policy have in some cases resulted in provisions that are complex and no longer practical in today's business environment. Some of the provisions are obsolete or required clarification.

Summary of Substantive Revisions

Staff recommends revisions to the policy intended to clarify and update the current provisions. While the audits

Expanding Professional and Classified Benefits

During the process of developing these revisions, staff considered expanding the current grant-benefit for professional staff, their spouse and dependent children. Under the current (and revised) policy, the grant-aid for professional staff does not cover the full amount of the registration fee for state-supported courses. Rather, it covers that portion of the fee that is allocated to support the state-supported operating budget which is approximately 65 percent at the universities (undergraduate), 60 percent at the state college and upper division at community colleges, and 75 percent at the lower division community colleges. Given the fiscal challenges at the state and NSHE institutions, it did not seem possible at this time to extend the benefit to cover 100 percent of the fee. However, at a future date when the financial situation improves, exploration of the option of expanding the benefit to cover the full cost and expanding the benefits for classified employees can be reviewed again.

Fiscal Impact

None.

Effective Date

The proposed revisions will be effective in January 2010.

POLICY PROPOSAL
TITLE 4, CHAPTER 3, new SECTIONS 10-12
Grants-in-Aid for Professional Staff and Dependents

Additions appear in boldface italics, deletions are ~~stricken~~ and bracketed]

INSERT THE FOLLOWING NEW SECTIONS FOLLOWING SECTION 9:

Section 10. Grants-in-Aid – General Administration

Unless otherwise provided, the following provisions govern the administration of NSHE grants-in-aid for professional staff, including their spouse or registered domestic partner and financially dependent children as authorized by this Chapter.

1. The registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the pre-doctoral program at the UNLV School of Dental Medicine are eligible for a grant-in-aid.
2. Except as otherwise provided, persons who receive a grant-in-aid pursuant to this Chapter and enroll in a state-supported course shall receive a grant-in-aid equivalent in value to that portion of the per credit registration fee allocated to the state supported operating budget (or General Fund). The capital improvement fee and the general improvement fee shall be waived at all institutions as part of the grant-in-aid, except at the universities where the capital improvement fee only will be waived.
3. Laboratory and other special course fees, including but not limited to the technology fee, will not be included in a grant-in-aid award.
4. Grants-in-aid may be awarded fall, spring and summer semesters only.
5. Summer session grant-in-aid for state-supported courses shall be equivalent in value to the per credit grant-in-aid allowed in the prior spring semester.
6. Self-supporting courses, including community service and continuing education courses, may be eligible for a grant-in-aid equivalent in value to the total registration fee charged or the amount of the per credit registration fee that would be allocated to the state-supported operating budget (for state-supported courses), whichever is less; it is the responsibility of each institution to designate any self-supporting programs that are not grant-in-aid eligible.

Section 11. Grants-in-Aid – Professional Staff and Dependents

1. The following classifications for professional staff are eligible for grant-in-aid as defined by this section:

- a. Professional staff members who are on an “A” or “B” contract for at least .50 FTE employment;

2. Except for adjunct and clinical faculty, the spouse and financially dependent child for all categories of professional staff defined in subsection 1 are eligible for grant-aid as defined by this section.
3. The domestic partner and their financially dependent children are eligible for grant-aid for all categories of professional staff defined in subsection 1 if the domestic partnership is registered with the Office of the Nevada Secretary of State.
4. For the purposes of this Chapter, "financially dependent child" shall mean a natural, adopted or step child of a professional staff member who is not financially independent, is claimed as an exemption for federal income tax purposes under the U.S. Internal Revenue Code (26 U.S.C. § 152), and has not attained the age of 24. The professional staff member must attest to a dependency each time a grant-aid is issued.

11. Grant-in-aid requests by professional staff must be approved by their supervisor. ~~Grant~~ requests on behalf of a spouse or financially dependent child do not require supervisor approval,

POLICY PROPOSAL
TITLE 4, CHAPTER 5, SECTION 4
Grantsin-Aid for Graduate Assistants

Additions appear in boldface italics, deletions are ~~stricken~~ and bracketed]

Section 4. Grants-in-Aid for Tuition and Fees

1. Graduate assistants may receive a ~~grant~~ ***grant*** for the payment of tuition and a specified portion of the registration fees ~~optional~~ ***proportional*** to the semester salary.
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POLICY PROPOSAL
TITLE 4, CHAPTER 18, SECTIONS 1-10
Grants-in-Aid, General Students

Additions appear in boldface italics, deletions are ~~stricken~~ and bracketed]

DELETE SECTIONS 1 THRU 10 IN WHOLE.

INSERT THE FOLLOWING NEW SECTIONS:

Section 1. Grants-in-Aid – General Administration

Unless otherwise provided, the following provisions governing the administration of NSHE student grants-in-aid are applicable to all grant~~in~~-aid categories defined by this Chapter.

1. The registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible for a student grant~~in~~-aid.
2. Laboratory and other special course fees will not be included in a student grant~~in~~-aid award.
3. Except as otherwise provided, persons who receive a student grant~~in~~-aid pursuant to this Chapter and enroll in a state-supported course shall receive a grant~~in~~-aid not to exceed in value that portion of the per credit registration fee allocated to the state supported operating budget (or General Fund).
 - a. Student grants~~in~~-aid for state-supported courses may be awarded for fall, spring and summer semesters only.
 - b. Summer session grants~~in~~-aid for state-supported courses shall be equivalent in value to the per credit grant~~in~~-aid allowed in the prior spring semester.
 - c. Self-supporting courses, including community service and continuing education courses, may be eligible for a grant~~in~~-aid equivalent in value to the total registration fee charged or the amount of the per credit registration fee that would be allocated to the ~~state~~ supported operating budget (for state~~supported~~ courses), whichever is less.
 - d. Grants-in-aid provided to student athletes and student body officers designated~~ed~~ by the President enrolled in state~~supported~~ courses shall include a waiver of the capital improvement fee and general improvement fee at the state college and community colleges; and the capital improvement fee only at the universities.
 - e. Student grant~~in~~-aid recipients must maintain a cumulative grade point average of 2.0.

NEVADA SYSTEM OF HIGHER EDUCATION

Grant-in-Aid Request Form

for professional staff members, their spouses and financially dependent children

Employee Name: _____ Department: _____

Employee ID Number: _____ Student ID Number: _____

Check the applicable box: W Current Staff WEmeritus/Retired Staff W Spouse
X Dependent of Staff X Dependent of Deceased Staff W Domestic Partner

Year: 20____ Semester X Fall X Spring X Summer -- mini, 1st, 2nd, 3rd (circle applicable Summer term)

Employee Grant-in-Aid- complete the following:

Institution Attending: X UNR X UNLV X NSC X CSN X GBC X TMCC X WNC

Number of credits: ____ W undergraduate credits ____ W graduate credits
(maximum of 6 credits per semester are granted eligible for professional employees)

Dependent/Spouse/Domestic Partner Grant-in-Aid complete the following:

Name of Dependent: _____

Institution Attending: X UNR X UNLV X NSC X CSN X GBC X TMCC X WNC

Relationship to current or former employee:

W Spouse W Domestic Partner W Financially Dependent Child* W Widow/Widower

*Dependency Declaration initial the applicable statement.

I attest that the above-named dependent student meets the Board of Regents' definition of "financially dependent child as a natural, adopted or step child of a professional staff member or his or her domestic partner who is not financially independent, is claimed as an exemption for federal income tax purposes under the U.S. Internal Revenue Code (26 U.S.C. § 152), and has not attained the age of 24. Dependent child's date of birth: ____/____/____

____ If over the age of 24, has served on active duty in the United States Armed Forces

____ I attest that the above-named student is my spouse or domestic partner.

I understand that:

- 1. The value of this fee waiver, if for a dependent, spouse or domestic partner graduate-level course, may represent taxable income and, as such, will be included on my form W-2;
2. No deductions for federal income tax will occur as a result of this fee waiver, but I may make adjustments to federal income withholding by completing and submitting a new form W-4 to the Payroll Department;
3. If I am subject to federal withholding or Medicare tax, the deduction(s) will be withheld based on the value of this fee waiver (subject to maximum coverage limitations).

I declare, under penalty of perjury under the law of the State of Nevada, that the foregoing is true and correct; that I have read all the qualifications above, as well as the excerpts from the Board of Regents' Handbook that are attached to this form; and that I am entitled to request Grant-in-aid for the above shown applicant(s). I understand that false representations in this certification may subject me to civil liability, disciplinary action up to and including termination, and referral to the Nevada Attorney General for criminal investigation. I also understand and agree that the Nevada System of Higher Education may request proof of dependent eligibility at any time.

Employee signature _____ Date _____

HR (or other designated office) review of employment _____ Date _____

Reviewed and approved by immediate supervisor _____ Date _____

Entered for payment _____ Date _____