

WESTERN NEBRASKA COMMUNITY COLLEGE

Western Community College Area Board of Governors' Policy

TITLE:	Recognition Dinner and Award Costs
DIVISION:	Administrative Services
CATEGORY:	Reimbursement of Expenses
REFERENCE:	Nebraska Revised Statute §13-2203
NUMBER:	BP-314
APPROVAL/DATE:	F. Lynne Klemke, President, WCCA Board of Governors Date: October 5, 2022

Purpose

This policy provides allowable costs for recognition dinners and awards.

Scope

This policy applies to all institutional recognition dinners and the members of the WCCA Board of Governors and employees, students, and guests of Western Nebraska Community College who attend and to all awards bestowed by the administration, employees, and students of the College at any recognition event.

Policy

The President may authorize one recognition dinner each year held for elected and appointed officials, students, employees, or volunteers of the College Area. The maximum cost per person for such dinner shall be \$50. An annual recognition dinner may be held separately for employees of each department, or separately for volunteers, or any of these in combination, if authorized by the Board.

The College does further establish a uniform policy not to exceed \$400.00 limit on the value of any plaque, certificate, achievement, or item of value to be awarded to any elected and appointed official, student, employee, or volunteer. This policy cannot be amended or altered more than once in a 12-month period.

Procedures

The College President shall promulgate such procedures as may be necessary for the implementation of this policy.

Revising this Policy

This Board Policy supersedes any prior WNCC policy, procedure, guideline, or handbook on this subject matter.

If statutory provisions, regulatory guidance, or court interpretations change or conflict with this Board Policy, the Board retains the right to revise accordingly and for the changes to take effect immediately.

Adoption Date and Board of Governors' Minutes Item Number: 1993 and 2014

Revision Date and Board of Governors' Minutes Item Number:

Prior Policy Number:

335.0105.93 (Recognition Dinner Costs)

335.0106.14 (Recognition Award Costs)

Schedule for Review:

Divisions/Department Responsible for Review and Update: Vice President's Office

Sponsoring Division/Department: Administrative Services

Repeal Date and Board of Governors' Minutes Item Number:

Cross Reference:

Procedure(s) for Policy:

Related Policies/References: