

**NEVADA SYSTEM OF HIGHER EDUCATION
PROCEDURES AND GUIDELINES MANUAL**

CHAPTER 9

REGENT GUIDELINES

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Section 1. Regent Request for Information

There has always been a clear understanding that a Regent, as a member of the governing board of NSHE, is entitled to see any records of both system administration and the various colleges and universities. Likewise, when requests for information are made, it is expected staff will gather the data in as timely a fashion as possible. A Regent's right to any information about any part of NSHE is a principle that is supported and honored.

Guidelines for Information Requests:

1. Responses to requests for information by a Regent will be viewed as a high priority and responded to completely and professional.
2. Responses to requests for specific information or data made by one Regent will be sent to all regents, with a copy to the president of the institution referenced and the Chancellor. This will ensure that all information that one Regent has that might be the basis of a decision will be seen by all Regents.
3. Requests for information should be presented to the Chancellor or Vice Chancellors. Institutional requests must be made to the President of the institution with a copy to the Chancellor. Request should not be made of vice-presidents, institutional staff members or faculty.
4. Request for written information on specific students or related to specific personnel will be provided at the system office or campus site only. Such information with personal identification will not be released to a Regent to be removed from the NSHE site.
5. Requests for investigations by system or institutional staff should be directed to the Board Chair and the Chancellor who will make a joint decision on the necessity and appropriateness of the investigation. Audit requests should be directed to the Audit Committee Chair and the Audit Committee who will determine the necessity and appropriateness of the audit. The Chancellor and the Board Chair must be notified.
6. Since staff have many demands on their time, a reasonable response time to any request should be understood. Unless an emergency is clear no Regent should expect an instantaneous response, but every effort will be made to respond as quickly as possible. If there is a conflict concerning the response time requested the Board Chair and the Chancellor will make a joint decision on the appropriateness.

(Added 6/05)

Section 2. 2005 Amendments NRS 396.070

The 2005 Legislature establishes in NRS 396.070 compensation for Regents attending Board meeting and certain requirements concerning Host Accounts and per diem allowances.

NRS 396.070 is hereby amended to read as follows:

1. Each member of the Board of Regents is entitled to receive a salary of \$80 for each meeting of the Board that he attends.
2. Each member of the Board of Regents is entitled to receive in attending meetings of the Board, or while on Board of Regents' business with the State:
 - a. A per diem expense allowance not to exceed the greater of:
 - i. The rate of \$60; or
 - ii. The maximum rate established by the Federal Government for the locality in which the travel is performed.
 - b. A travel allowance computed at the rate provided for state officers and employees generally in subsection 3 of NRS 281.160.
3. If an account is established for a member of the Board of Regents to pay for hosting expenditures of the member:
 - a. The annual expenditures from the account may not exceed \$2,500.
 - b. The account may be used only to pay for activities that are directly related to the duties of the member of the Board of Regents, including reasonable expenses for meals, beverages and small gifts. The account must not be used to pay for expenses associated with attending a sporting event or a political fundraising event.
 - c. The member of the Board of Regents must submit a monthly report of expenditures from the account to the Chancellor of the System. The report must include, without limitation, the amount of money expended from the account, the specific purpose and activity for which the money was expended and, if applicable, the person for whom the money was expended.
 - d. The Chancellor of the System shall compile the monthly reports into an annual report on or before January 30 of each year. The monthly reports and annual reports are public records and must be made available for public inspection.
4. As used in this section, "hosting expenditures" means reasonable expenses by or on behalf of a member of the Board of Regents who is conducting business activities necessary to provide a benefit to the System by establishing goodwill, promoting programs of the System or otherwise advancing the mission of the System.

(Added 6/05)