

MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL
COLLEGES

for the

APRIL 13, 2012

Regular Board Meeting

MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

April 13, 2012

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES, APRIL 13, 2012

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 12, 2011, AND MARCH 21, 2012.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Calcagno Family Ballroom of the Bruce G. Carter Student Union on the campus of Northeastern Oklahoma A&M College, Miami, Oklahoma, on April 13, 2012.

Those present: Mr. Jay L. Helm, Chairman; Mr. Andrew W. Lester, Vice Chairman; Mr. Calvin J. Anthony; Mr. Douglas E. Burns; Mr. Rick Davis, Mr. Joe D. Hall; Mr. Tucker Link; Mr. Jim Reese; and Mrs. Lou Watkins.

Absent: None.

Others present: Mr. Jason Ramsey, Chief Executive Officer; Mr. Charles E. Drake, General Counsel; Mr. Robert White, Health and Higher Education Policy Analyst; Ms. Jessica Russell, Director, State Government Relations; Mr. Cecil F. Strande, Director of Internal Audits; Ms. Shari Brecht, Administrative Associate; and Ms. Cherilyn Williams, Administrative Associate.

After the Chief Executive Officer announced a quorum was present and affirmed that all documents had been filed, the meeting was called to order at approximately 10:15 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE COLLEGES
MEETING OF APRIL 13, 2012

Order of Business

With respect to the Order of Business, Chairman Helm said there is one action item noted on the Agenda that could most conveniently be considered at another time during the meeting. Chairman Helm requested a motion to approve the Order of Business, subject to adjusting the time of this request.

Regent Lester moved and Regent Anthony seconded to approve the Order of Business as presented, subject to adjusting the time of an action item.

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Minutes

Regent Burns moved and Regent Anthony seconded to approve the minutes of the February 24, 2012, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

Those voting aye: Board Members Lester, Link, Reese, Watkins, Anthony, Burns, Davis, Hall, and Helm. No: None. Abstentions: None. Absent: None. The motion was approved.

Approval of Future Board Meetings

Chairman Helm announced that the next regular meeting of the Board of Regents is scheduled to convene on June 15, 2012, in the Executive Board Room of the Administration Building on the campus of Oklahoma State University-Tulsa, 700 N. Greenwood, Ave., Tulsa, Oklahoma. In addition, a meeting is scheduled to convene on July 27, 2012, in the First Floor Conference Room of the OSU Institute for Agricultural Biosciences, 3210 Sam Noble Parkway, Ardmore, Oklahoma. Chairman Helm asked for a motion to confirm this meeting.

Regent Lester moved and Regent Watkins seconded to approve the meeting scheduled for July 27, 2012, in the First Floor Conference Room of the OSU Institute for Agricultural Biosciences, 3210 Sam Noble Parkway, Ardmore, Oklahoma.

Those voting aye: Board Members Link, Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: None. The motion was approved.

Recognition of Regent Lou Watkins

Chairman Helm asked Regent Watkins to come forward. He presented Regent Watkins with a plaque as an expression of gratitude for her term of service that recently ended. The plaque reads, "In grateful appreciation for your leadership and dedication to the advancement of higher education in Oklahoma as a member of the Board of Regents for Oklahoma State University and the A&M Colleges, 2004-2012." Chairman Helm said the Regents are pleased that Governor Fallin reappointed Regent Watkins to another term, and the Board looks forward to her continued service. Chairman Helm noted that Regent Watkins has just completed her second eight-year term as a Regent and will begin her third term. Regent Watkins said it is an honor, and she thanked everyone for the opportunity.

April 13, 2012

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

President Hargis appeared before the Board of Regents to present the business of Oklahoma State University and review the Agenda for members of the Board.

President Hargis said he heard that the dinner last evening was wonderful and noted that President Hale has raised the bar with respect to serving breakfast for the Regents. He said he and Regent Link also had a good dinner last evening at the Distinguished Chef Series in Stillwater.

President Hargis noted that he is really excited and pleased that Jason Ramsey has taken on the role of Chief Executive Officer, and he said he and his administration look forward to working with him.

President Hargis said Oklahoma State University is preparing for its commencement programs. He said graduate commencement is scheduled for Friday evening, May 4, and three undergraduate commencements are scheduled for Saturday, May 5. As previously approved by the Board and the Oklahoma State Regents for Higher Education, honorary degrees will be presented to Mr. Vaughn Vennerberg and Sir Ken Robinson. Mr. Vennerberg will be recognized during the first commencement ceremony and will also provide the commencement address. He is a graduate of OSU's College of Arts and Sciences and served as President of XTO, which was acquired by Exxon Mobil. Sir Ken Robinson will be honored at a later commencement ceremony and will be the commencement speaker at the other two programs. Ken Robinson is currently from Los Angeles, California, and will speak on creativity.

Adoption of Memorial Resolution

President Hargis presented a Memorial Resolution on behalf of Pat Holfer, Assistant Vice President, Retired, Division of Student Affairs, and recommended its adoption. (The Memorial Resolution is attached to OSU's portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Regent Anthony moved and Regent Lester seconded to adopt the Memorial Resolution for Pat Holfer as presented.

Those voting aye: Board Members Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, and Link. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Position Descriptions and Announcements

President Hargis said interim approval was requested and received from the Chief Executive Officer with respect to the approval of the position description and announcement for the position of Vice President of Academic Affairs, OSU Institute of Technology-Okmulgee. The request provided Dr. Bill Path the opportunity to move forward with changes in his administrative team. He asked for approval to ratify the interim approval request. (The position description and announcement are included in the OSU Agenda beginning on page D-1, which is on file in the Board of Regents' Office as Document No. 1-4-13-12.)

Regent Burns moved and Regent Lester seconded to ratify interim approval granted by the Chief Executive Officer of the position description and announcement for the position of Vice President of Academic Affairs, OSU Institute of Technology-Okmulgee, as presented.

Chairman Helm asked if the search process has been initiated. President Hargis responded affirmatively and asked Dr. Path to address the matter. Dr. Path said the position has been advertised, and his understanding is that the selection committee has identified nine candidates who warrant interviews. Dr. Path said the committee was awaiting Board approval before the candidates were contacted and interviews scheduled. He said OSUIT is very positive about the potential outcome. Chairman Helm said the Board is excited for the institution and appreciates the great work Dr. Path is doing at OSUIT.

Those voting aye: Board Members Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, Link, and Reese. No: None. Abstentions: None. Absent: None. The motion carried.

President Hargis requested approval of the position announcement and description for the position of Vice President for Student Services, OSU-OKC. A draft was provided for review. He said this is not a new position, and President Shirley intends to do an extensive search for this key position. (The position description and announcement are included in the OSU Agenda beginning on page D-2, which is on file in the Board of Regents' Office as Document No. 1-4-13-12.)

Regent Lester moved and Regent Anthony seconded to approve the position announcement and description for the position of Vice President for Student Services, OSU-OKC, as presented.

Those voting aye: Board Members Anthony, Burns, Davis, Hall, Helm, Lester, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion passed.

President Hargis requested Provost Sternberg to present information pertaining to Academic Affairs:

Personnel Actions

Dr. Sternberg presented six pages of personnel actions and recommended their approval with the exception of those requests pertaining to separation, retirement, and death, which are included as information items only. (These recommendations are listed on pages D-3.1 through D-3.6 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-4-13-12.)

The list includes several new appointments including the appointments of Dr. Sissi Carroll as Dean of the College of Education and Dr. Paul Tikalsky as Dean of the College of Engineering, Architecture, and Technology. Extensive national searches were held for these two positions, and Dr. Sternberg said he is delighted with these two particular appointments. He said there are also eight changes in title and/or rate and 15 sabbatical leave requests. For information, eight retirements and four separations are listed on pages D-3.5 and D-3.6. Dr. Sternberg requested approval of the personnel actions.

Chairman Helm asked when the two deans will begin their service. Dr. Sternberg said the plan is for them to begin July 1, 2012. Both deans and their spouses have been visiting the area lately to select homes, and he believes that OSU will have them on campus at that time.

Regent Davis moved and Regent Link seconded to approve the personnel actions as presented in the OSU Agenda.

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Degree Requests

Dr. Sternberg presented the curricular requests from the OSU-Stillwater, OSU-CHS, and OSUIT-Okmulgee campuses beginning on page E-1 of the OSU Agenda (which is on file in the Board of Regents' Office as Document No. 1-4-13-12). If approved, the requests will be submitted to the Oklahoma State Regents for Higher Education for review and approval. Board approval is requested at this time.

Chairman Helm noted that there are several requests for electronically delivered programs, and he asked for a brief comment on these programs as to how they work and their success. Dr. Sternberg said the tendency has been toward offering electronic programs. It is believed this is a good way for OSU to meet its land grant mission of providing students the opportunity to attend OSU who may not otherwise be able to come to the Stillwater campus. This has been especially true with respect to business programs. It is believed that this is a good direction for

the University to go. OSU probably should have been offering more electronic options before this time, but it is believed this is a good way to deliver quality education to students all around the state and country.

Regent Anthony asked how students pay for the electronically delivered classes and if the faculty receive extra reimbursement for teaching these classes. Dr. Sternberg said the students are charged by credit hour, and the faculty can either provide these classes within their teaching load or above their workload; however, the faculty members only receive additional compensation if they teach these courses above their workload. He said the administration has been talking to the deans about this matter because in some cases the extra compensation leads some to ask if OSU should hire more faculty. Dr. Sternberg said it is probably less expensive to pay the additional compensation than to hire a new faculty member. However, OSU will want to hire more faculty in the long run because it is increasing the number of students, which, in turn, will increase the number of credit hours. OSU will need to compensate for that by hiring more faculty. It is challenging in these economic times to expand the size of the faculty.

Regent Watkins asked what the rate of compensation is for a faculty member who teaches a three-hour class. Dr. Sternberg said this varies because it is a different amount for different colleges and different students. He said he cannot provide a general answer; however, he could provide information to the Board. Regent Watkins said she believes it would be interesting for the Regents to have this information, and Dr. Sternberg said this would be provided.

Regent Lester moved and Regent Davis seconded to approve the curricular changes as presented in the OSU Agenda.

Those voting aye: Board Members Davis, Hall, Helm, Lester, Link, Reese, Watkins, Anthony, and Burns. No: None. Abstentions: None. Absent: None. The motion carried.

President Hargis requested Vice President Weaver to present information pertaining to Administration and Finance:

G-1 Submission of Capital Master Plan

Mr. Weaver requested Board approval of Oklahoma State University's FY13 Capital Master Plan submission. He said the capital plan has been coordinated with the latest version of the Campus Master Plan. He said this request was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Link reported that the Committee met with the administration of Oklahoma State University regarding approval of OSU's submission of the FY13 Capital Master Plan to the Office of State Finance. This is a statutory requirement for state agencies. Regent Link said the Committee acted to recommend Board approval of the administrative recommendation.

Regent Link moved and Regent Hall seconded to authorize the submission of Oklahoma State University's FY13 Capital Master Plan to the Office of State Finance as presented.

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion passed.

G-2 Approval to Rename the Student Health Services Clinic

Mr. Weaver requested Board approval to rename the Student Health Services Clinic at OSUIT-Okmulgee as the Alexander Campus Health Clinic after Dr. Tom Alexander and his father, Dr. Robert Alexander, for providing outstanding service to the University.

Regent Davis moved and Regent Lester seconded to approve the renaming of the Student Health Services Clinic at OSUIT-Okmulgee as the Alexander Campus Health Clinic as presented.

Those voting aye: Board Members Helm, Lester, Link, Reese, Watkins, Anthony, Burns, Davis, and Hall. No: None. Abstentions: None. Absent: None. The motion was approved.

G-3 Approval to Enter Into a Purchase Agreement for Real Property

Mr. Weaver requested Board approval to enter into a purchase agreement for real property located at 223 South Monroe, Stillwater, Oklahoma. This acquisition follows the same practice exercised previously to obtain properties in an area of future expansion for the University.

Chairman Helm said he and Gary Clark have had discussions regarding this matter. He noted that Mr. Clark has worked over the years on the acquisitions and values of land around the campus, and he said he is comfortable with this price.

Regent Hall moved and Regent Link seconded to authorize Oklahoma State University to enter into a purchase agreement for real property located at 223 South Monroe, Stillwater, Oklahoma, subject to review by Board Legal Counsel.

Regent Anthony said he is certainly supportive of the purchase but is trying to determine which piece of property this involves. Mr. Weaver said the property is north of the new Farmhouse fraternity and south of the Baptist Student Union. It is a small apartment complex between these two structures.

Those voting aye: Board Members Lester, Link, Reese, Watkins, Anthony, Burns, Davis, Hall, and Helm. No: None. Abstentions: None. Absent: None. The motion was approved.

G-4 Approval to Accept an Assignment of a Purchase Agreement for Real Property

Mr. Weaver requested Board approval to accept an assignment of a purchase agreement for real property located at 202 and 210 South West Street, Stillwater, Oklahoma. He said this acquisition follows similar practices exercised previously to obtain properties in areas that are contiguous to the campus and of use for future expansion of the University. This property is located west of Eskimo Joe's and south of the Maple 500 apartments.

Regent Anthony moved and Regent Lester seconded to authorize Oklahoma State University to accept an assignment of a purchase agreement for real property located at 202 and 210 South West Street, Stillwater, Oklahoma, subject to review by Board Legal Counsel.

Those voting aye: Board Members Link, Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: None. The motion carried.

H-1 Approval of Changes to Deferred Compensation Retirement Plans

Mr. Weaver requested Board approval to adopt documents and amendments for changes to the deferred compensation retirement plans. These changes are mostly needed to maintain compliance with federal tax regulations and changes that the Board has made in recent months.

Regent Link moved and Regent Burns seconded to adopt documents and amendments for changes to the deferred compensation retirement plans as presented.

Those voting aye: Board Members Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, and Link. No: None. Abstentions: None. Absent: None. The motion passed.

I-1 Approval to Select an Architect to Assist the University in the Design and Construction of a Parking Garage on the North Campus

Mr. Weaver requested Board approval to select an Architect to assist the University in the design and construction of a parking garage located on the north campus of OSU-OKC. He said this request was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Link reported that the Fiscal Affairs Committee met with the administration of Oklahoma State University regarding approval to select an Architect to assist the University in the design and construction of a parking garage located on the north campus of OSU-OKC. The garage will provide space for approximately 300 vehicles. The Committee acted to recommend Board approval to select Studio Architecture, Oklahoma City, Oklahoma.

Regent Link moved and Regent Hall seconded to select Studio Architecture, Oklahoma City, Oklahoma, as the Architect to assist the University in the design and construction of a parking garage located on the north campus of OSU-OKC.

Those voting aye: Board Members Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, Link, and Reese. No: None. Abstentions: None. Absent: None. The motion was approved.

I-2 Approval to Select a Construction Manager At Risk to Assist the University in the Design and Construction of a Parking Garage on the North Campus

Mr. Weaver requested Board approval to select a Construction Manager At Risk firm to assist the University in the design and construction of a parking garage on the north campus of OSU-OKC. He said this item was also discussed with members of the Fiscal Affairs Committee.

Regent Link reported that the Committee met with the administration of Oklahoma State University regarding approval to select a Construction Manager At Risk firm to assist the University in the design and construction of a parking garage located on the north campus of OSU-OKC. This structure is part of the OSU-OKC 2020 Campus Master Plan. Regent Link said the Committee acted to recommend Board approval to select Lippert Bros., Inc., Oklahoma City, Oklahoma.

Regent Link moved and Regent Davis seconded to select Lippert Bros., Inc., Oklahoma City, Oklahoma, as the Construction Manager At Risk firm to assist the University in the design and construction of a parking garage located on the north campus of OSU-OKC.

Those voting aye: Board Members Anthony, Burns, Davis, Hall, Helm, Lester, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.

I-3 Approval to Begin the Consultant Selection Process for an Architect to Assist the University in the Design and Construction of a New Residence Hall

I-4 Approval to Begin the Consultant Selection Process for a Construction Manager At Risk to Assist the University in the Design and Construction of a New Residence Hall

Mr. Weaver requested Board approval to begin the selection process for an Architect and a Construction Manager At Risk firm to assist the University in the design and construction of a new Residence Hall on the OSU Stillwater campus. He said the location of this site will be the current location of the intercollegiate track facility on Hall of Fame. He said these requests were discussed with members of the Fiscal Affairs Committee.

Regent Link reported that the Committee met with the administration of Oklahoma State University regarding approval to begin the selection process for an Architect and a Construction Manager At Risk firm to assist the University in the design and construction of a new Residence Hall on the OSU Stillwater campus. The new structure will be located on the northwest side of campus near other campus housing. Regent Link said the Committee acted to recommend Board approval of the administrative recommendation.

Regent Link moved and Regent Hall seconded to authorize Oklahoma State University to begin the selection process for an Architect and a Construction Manager At Risk firm to assist the University in the design and construction of a new Residence Hall on the OSU Stillwater campus with recommendations for the selection to be presented to the Board at a future meeting.

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion was approved.

I-5 Approval to Begin the Consultant Selection Process for an Engineering Consultant to Assist the University in the Design and Construction of a New Track Facility

I-6 Approval to Begin the Consultant Selection Process for a Construction Manager At Risk to Assist the University in the Design and Construction of a New Track Facility

Mr. Weaver requested Board approval to begin the selection process for an Engineering Consultant and a Construction Manager At Risk firm to assist the University in the design and construction of a new track facility on the OSU Stillwater campus. He said these requests were discussed with members of the Fiscal Affairs Committee.

Regent Link reported that the Committee met with the administration of Oklahoma State University regarding approval to begin the consultant selection process for an Engineering

Consultant and a Construction Manager At Risk firm to assist the University in the design and construction of a new track facility on the OSU Stillwater campus. The new track will be part of the Athletic Village north of campus. Regent Link said the Committee voted to recommend Board approval of the administrative recommendation.

Regent Link moved and Regent Davis seconded to authorize Oklahoma State University to begin the selection process for an Engineering Consultant and a Construction Manager At Risk firm to assist the University in the design and construction of a new track facility on the OSU Stillwater campus with recommendations for the selection to be presented to the Board at a future meeting.

Those voting aye: Board Members Davis, Hall, Helm, Lester, Link, Reese, Watkins, Anthony, and Burns. No: None. Abstentions: None. Absent: None. The motion carried.

J Purchase Requests

Mr. Weaver presented the purchase requests and recommended their approval. (The purchase requests are listed on page 8 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No 1-4-13-12.)

Regent Link moved and Regent Anthony seconded to ratify interim approval granted by the Chief Executive Officer for the Information Technology Department to purchase Microsoft SQL software in the estimated amount of \$161,720 from Insight Public Sector (purchase request No. 2, page 8, OSU Agenda).

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion passed.

Balance of Purchase Requests

Regent Davis moved and Regent Link seconded to approve the balance of the purchase requests as listed in the OSU Agenda, subject to the availability of funds and/or the limitations of the budget.

Those voting aye: Board Members Helm, Lester, Link, Reese, Watkins, Anthony, Burns, Davis, and Hall. No: None. Abstentions: None. Absent: None. The motion was approved.

President Hargis requested Vice President Bird to present information pertaining to Student Services:

Approval of Rate Changes in University Dining Services Meal Plans and Residential Life Housing Rates

Dr. Bird said the Fiscal Affairs Committee met this morning and discussed proposals for changes in room and board rates at OSU-Stillwater.

Regent Link said the Fiscal Affairs Committee met with the administration of Oklahoma State University regarding approval of rate increases for University meal plans and housing. He said under these proposals, meal plans and housing rates will increase 3 percent. The administration discussed the increasing costs driving expenses in these areas. After an extensive review, Regent Link said the Committee acted to recommend Board approval of the administrative recommendation.

Regent Link moved and Regent Hall seconded to approve the rate changes for University Dining Services meal plans and to approve the changes in residential life housing rates for the 2012-2013 year as presented.

Those voting aye: Board Members Lester, Link, Reese, Watkins, Anthony, Burns, Davis, Hall, and Helm. No: None. Abstentions: None. Absent: None. The motion was approved.

Regent Hall said he is certain there will be several compliments directed to President Jeff Hale regarding the renovation of the NEO Bruce G. Carter Student Union. Before the OSU administrators leave the meeting, he wished to recognize the in-house Long Range Facilities Planning staff who are present. He said they provided the architectural work on this facility. He noted that Nigel Jones and his team should be commended. Regent Hall said this is a great facility, and they have done a tremendous job. Chairman Helm said the Regents do appreciate the changes that have occurred at NEO, and Nigel Jones, Mike Buchert, and the entire staff should be commended.

The business of Oklahoma State University being concluded, President Hargis and members of the Oklahoma State University administration were excused.

MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Pat Hofler, Assistant Vice President, Retired, Division of Student Affairs, was claimed by death on February 5, 2012; and

WHEREAS, Mr. Hofler, by his loyalty, attention to duty, and faithful performance rendered service as a staff member of Oklahoma State University from October 1, 1951, to the date of his retirement, February 28, 1988, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Mr. Hofler to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's staff members.

BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the minutes of the Board and a copy sent to the family of Mr. Hofler.

Adopted by the Board the 13th day of April 2012.



Jay Helm, Chair

April 13, 2012

OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

Dr. David Bryant, President, appeared before the Board of Regents to present the business of Oklahoma Panhandle State University and review the Agenda for members of the Board. (The Agenda is attached.)

Dr. Bryant expressed thanks to President Jeff Hale, his wife, Donna, and his staff for the outstanding hospitality at NEO. He said the dinner last evening was truly exceptional, and the Student Union is really amazing.

Items of information presented by Dr. Bryant included OPSU hosting a “Key Ingredients” Panhandle Foods reception on campus in conjunction with the Smithsonian Institution exhibit on American food. It has been traveling across the country. OPSU had about 150 who attended. He said it was an unbelievable presentation of the products of the Oklahoma Panhandle.

In addition, Dr. Bryant said an event scheduled for tomorrow involves a preview of the Dust Bowl documentary by Ken Burns. Mr. Burns will be present to introduce the preview. The documentary includes many survivors of the Dust Bowl and their families. The documentary will eventually air on public television across the nation. Preceding the preview will be an authentic Dust Bowl era themed dinner in the Ballroom. Dr. Bryant said this is a big event for the University, and Chairman Helm said it is a big event for the State, as well.

Dr. Bryant further reported that OPSU’s Student Oklahoma Education Association Chapter was named Outstanding Chapter of the Year at the annual Spring Convention.

Chairman Helm expressed appreciation to Dr. Bryant for the lengths he travels to attend the various Board meetings.

Adoption of Memorial Resolution

Dr. Bryant requested the Board’s adoption of the Memorial Resolution honoring Scott Richard Puryear, who was OPSU’s Sports Information Director and Instructor. (A copy of the Memorial Resolution is attached to OPSU’s Agenda as ATTACHMENT A and considered a part of these minutes.)

Regent Lester moved and Regent Anthony seconded to adopt the Memorial Resolution for Scott Richard Puryear, OPSU Sports Information Director and Instructor, as presented.

Those voting aye: Board Members Link, Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Tobacco Free Policy

Dr. Bryant requested Board approval of the proposed Tobacco Free Policy as presented in the OPSU Agenda. He said the policy was reviewed and approved by Board Legal Counsel.

Regent Burns moved and Regent Watkins seconded to approve the Tobacco Free Policy as presented.

Those voting aye: Board Members Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, and Link. No: None. Abstentions: None. Absent: None. The motion passed.

Personnel Actions

Regent Anthony moved and Regent Lester seconded to approve the personnel actions as listed in the OPSU Agenda.

Chairman Helm referenced the request to award an annual salary addition of \$20,868 to Laura Nelson for assuming the extra duties of Sports Information Director. He asked the amount of her current salary. Dr. Bryant said her current salary is \$49,601. Regarding the request involving a salary addition of \$25,000 to Wayne Stewart for assuming the extra duties of Athletic Director, Dr. Bryant said his current salary is \$78,786.

Those voting aye: Board Members Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, Link, and Reese. No: None. Abstentions: None. Absent: None. The motion was approved.

New Construction or Renovation of Facilities

Dr. Bryant requested Board approval to increase a prior emergency approval that was completed by OSU Purchasing to Lowery Plumbing to repair the Noble Activity Center Swimming Pool. After the job began, it was determined that additional underground piping was needed, and he requested approval to increase the estimated repair cost by \$30,000 from \$18,723.63 to \$48,723.63.

Dr. Bryant further requested Board approval to contract with Wiley Hicks, Jr., Inc., the on-call Construction Manager at Risk, for the projects listed in the OPSU Agenda. Dr. Bryant reviewed the various projects, which include installing a fire alarm system in Field Hall Dormitory, installing lighting in the Noble Center, concrete work at Hamilton Hall, replacing pool equipment at the Noble Center, installing concrete patios at Married Student Housing, installing a fire sprinkler system in Field Hall, replacing ceiling tiles in Hughes Strong and Hamilton Hall, installing a campus surveillance system, completing tile work in the Student Union Building, and installing air conditioning in the Student Union kitchen.

Regent Anthony noted that the requests listed under Part I-2 total more than a half a million dollars, and Dr. Bryant said the total is \$588,992. Regent Anthony said he is assuming that OPSU is within the rules of not having to bid these requests but is just negotiating with Wiley Hicks. Dr. Bryant said it is his understanding with Wiley Hicks being approved as the on-call Construction Manager At Risk (CMAR) that OPSU is able to do these kinds of projects. Regent Hall noted that it is somewhat like a small jobs structure, but he thought a cap was placed on the annual total. Dr. Bryant said he does not recall a cap being set.

With respect to the request to install patios at ten married student housing units, Chairman Helm asked the size of these patios. Dr. Bryant said he is not certain. He said the reason for the request is because there is a steep ledge at the edge of the concrete work, and there have been incidents where people have stumbled or tripped on that. Chairman Helm asked if the old patios are being removed and new ones installed, and Dr. Bryant said this is correct. Chairman Helm said the cost seemed high, but with the removal the cost is more reasonable.

Regent Anthony moved to approve the requests as stated in Item I with the caveat that it is confirmed that OPSU does not exceed the total amount of any previous approval on the projects to be completed by Wiley Hicks, Jr., Inc.

Discussion occurred regarding the amount of the cap, if any, when the request was initially approved. Regent Anthony confirmed that his motion is to approve the requests contingent upon OPSU not exceeding any cap. Ms. Sharon Toy, Director of Purchasing, said according to the Board Rules any job exceeding \$250,000 on a job order contract would come to the Board for approval. Regent Hall asked if this is a cumulative total, and Ms. Toy clarified that this is for one job. Regent Hall noted that none of the requests submitted by OPSU are over \$250,000. Ms. Toy said the requests included in the Agenda exceed OPSU's purchasing limit of \$35,000. Regent Hall said his question is whether or not OPSU had a cap on a cumulative total per year. Ms. Toy said to her knowledge the Board did not vote on a cap. Regent Hall said there have been requests at previous Board meetings to the point OPSU is probably approaching a cumulative total of \$600,000 - \$800,000, and he thought the Board set a cap on a cumulative total when it selected Wiley Hicks to serve as the on-call Construction Manager at Risk; however, he noted that Ms. Toy does not believe this to be the case. Regent Hall noted that OSU has a cap on a cumulative total for its small jobs contract. Regent Anthony said his recollection is the same as Regent Hall, and he asked with the requests being listed as individual jobs if the Board is going against its policy. Mr. Drake said first the determination needs to be made what action was taken with respect to the on-call CMAR because the Board does not have such a policy, but it has a policy with respect to OSU's small jobs.

Regent Hall seconded the motion that the Board approve these requests with the stipulation that any previous established maximum amount is not being exceeded and that the terms be reviewed and communicated with Dr. Bryant if any cap amount is being approached.

If no cap amount was established, Mr. Drake asked if the Board may want to consider an amount. Regent Hall responded affirmatively because he believes it should have a cap, i.e., OPSU can spend \$500,000 or \$1,000,000 or whatever amount is justified by Dr. Bryant that the University can afford under that arrangement. Regent Hall said he believes that would be reasonable.

Regent Anthony said his understanding is that if no cap was established that these requests would be approved, and Regent Hall said this is correct. With the motion on the floor, Regent Lester asked what would happen if a cap of \$500,000, for example, was initially approved. Regent Hall said under such a circumstance Dr. Bryant should have the discretion to select what projects he wanted to complete within the cap. Regent Lester asked if that would be a part of the motion, and Regent Anthony said he would certainly accept that amendment.

Chairman Helm said he believes the Board would need to provide that option because it does not want to stop OPSU from completing these projects. Regent Anthony said he believes the Regents are all interested in providing Dr. Bryant the ability to get the work done. For clarification, Regent Link said his understanding is that the Board is approving the expenditures as requested up to a limit; however, if no limit was established then all requests are approved. Regent Anthony said this is correct. Regent Link said if it is determined that no limit was established, then the Board can revisit the issue of establishing a cap. Chairman Helm agreed.

As a point of clarification, Dr. Bryant asked if Sharon Toy or Charles Drake will check to see if OPSU has a limit. Ms. Toy responded affirmatively, and Mr. Drake said a review of the Board's action will be made, and Dr. Bryant will be informed accordingly.

The revised motion is restated as follows:

Regent Anthony moved and Regent Hall seconded to approve all requests as stated in Item I, with the stipulation that any previous established maximum amount is not being exceeded with respect to the CMAR projects. If a cap amount was established, then Dr. Bryant has the discretion to select which projects to complete up to the cap.

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion carried.

Purchase of Real Property

Dr. Bryant requested permission to purchase real property located in the Hayes Addition in Texas County, Oklahoma. The total purchase price is \$42,000. He said the request was reviewed and approved by Board Legal Counsel. Dr. Bryant said these lots are near the main south entrance from Highway 54. It is a frontage strip, which is now overgrown and unsightly.

Regent Hall asked the plan for this property. Dr. Bryant said there are no specific plans at this time other than beautification of the entrance to the campus. The other property that OPSU recently purchased is east of Aggie Avenue, which has also been cleaned and cleared of debris.

Regent Hall moved and Regent Link seconded to authorize Oklahoma Panhandle State University to purchase real property located in Hayes Addition in Texas County, Oklahoma, as presented in the OPSU Agenda.

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion was approved.

Approval to Purchase Brand Products for Athletic Teams

Dr. Bryant requested Board approval to enter into an agreement with Russell Brands, LLC, to purchase exclusively Russell Athletic, Bike Athletic, and Spalding brand products from their distributor, Baptist Athletics, for football, men's and women's basketball, softball, baseball, volleyball, and cross country. The agreement includes a 40 percent discount off the current list price and a 15 percent credit of total annual purchases towards additional products. The agreement is for one year with an option to renew for five additional one-year periods. He said the total estimated FY-13 cost is \$80,000. Dr. Bryant said this request was reviewed and approved by Board Legal Counsel.

Regent Anthony moved and Regent Lester seconded to authorize Oklahoma Panhandle State University to enter into an agreement with Russell Brands, LLC, to purchase products from their distributor, Baptist Athletics, as presented in the OPSU Agenda.

Those voting aye: Board Members Davis, Hall, Helm, Lester, Link, Reese, Watkins, Anthony, and Burns. No: None. Abstentions: None. Absent: None. The motion carried.

Regent Hall asked the time of the Dust Bowl event tomorrow. Dr. Bryant said it begins at noon with a dinner to which 170 people have made reservations. The preview will be at 1:30 p.m. in Hughes Strong Auditorium, and at 5:00 p.m. the alumni reception and banquet will take place.

Chairman Helm said the Regents appreciate how hard Dr. Bryant works and the outstanding job that he and the faculty and staff are doing.

The business of Oklahoma Panhandle State University being concluded, Dr. Bryant was then excused from the meeting.

OKLAHOMA PANHANDLE STATE UNIVERSITY
Goodwell, Oklahoma

April 5, 2012

Board of Regents for Oklahoma A & M Colleges

Dear Board Members,

Subject to the budgetary limitations and availability of funds, the following expenditures are submitted for Board Approval with purchases to be coordinated through the Board Purchasing Office.

Part A---General Information/Reports Requiring No Action By the Board

None

Part B---Resolutions

Board approval is requested for the attached resolution honoring Scott Richard Puryear, OPSU Sports Information Director and Instructor, who passed away on March 13, 2012.

Part C---Policy and Operational Procedures

Board approval is requested for the attached Tobacco Free Policy. **This was reviewed and approved by Board Legal Counsel.**

Part D---Personnel Actions

Board approval is requested for the following personnel actions effective July 1, 2012:

1. The addition of Sports Information Director (SID) to the position of Laura Nelson, OPSU Communications Director, for a salary addition of \$20,868/year. Laura is currently serving as interim SID.
2. The addition of Athletic Director to the position of Dr. Wayne Stewart, Dean of Education, for a salary addition of \$25,000/year.
3. Board approval is requested for the following promotions. Each individual will receive a \$1,000 increase in base salary effective with the 2012-2013 academic year.
 - a. Dr. Lynna Brakhage assistant to associate professor.
 - b. Rhonda Donaldson instructor to assistant professor.
 - c. Sara Hitch instructor to assistant professor.

- d. Darren Randall instructor to assistant professor.
4. Board approval is requested to award tenure to Dr. Matthew Sanders.

Part E---Instructional Programs

None

Part F---Budgetary Actions

None

Part G---Other Business and Financial Matters

None

Part H---Contractual Agreements (other than construction and renovation)

None

Part I---New Construction or Renovation of Facilities

1. Board Approval is requested to increase a prior emergency approval that was completed by OSU Purchasing on 3-19-12 to Lowery Plumbing for repairs to the Noble Activity Center Swimming Pool. The original estimated repair cost was \$18,723.63, however after the job began, it was determined that additional underground piping would need to be repaired. We are asking for an increase of \$30,000, bringing this total request to \$48,723.63.
2. Board approval is requested to contract with Wiley Hicks, Jr., Inc., Construction Manager at Risk (CMAR) on call for the following projects (funding will be from Section 13 and other lawfully available funds):
 - a. Install Fire Alarm System in Field Hall Dormitory.

Scope of work:

-Furnish all labor and materials necessary to install a fire alarm system in Field Hall as per Reynolds Engineering design and specifications. The fire alarm system will be a typical analog addressable system. The design has been submitted to Floyd Cobb, Oklahoma State University Fire Marshall, for review and approval.

CMAR Projected Fee: ~~\$2,502~~ **\$5,337**

Total Projected cost: ~~\$44,207~~ **\$94,292** (includes CMAR Fee)

b. Noble Center - Lighting

Scope of work:

- Provide better and more efficient lighting to the basketball courts and track area of the Noble Activity Center.
- Furnish the labor and materials necessary to replace 41 Bay Metal Haylite lights with 6x4 lamps T-5 High output fixtures.
- Cost savings will recover the cost in four years.

CMAR Projected Fee: \$919

Total Projected Cost: \$16,228 (includes CMAR Fee)

c. Hamilton Hall- Concrete Work.

Scope of work:

- Furnish labor and materials necessary to remove and replace sidewalks, curb, and gutter at the west and south sides of Hamilton Hall as per drawings by Gary Gilpin, OPSU in-house architect.
- This project is needed to correct potential ADA compliance issues and enhance the appearance of this part of campus.

CMAR Projected Fee: \$3,902

Total Projected Cost: \$68,930 (includes CMAR fee)

d. Noble Center- Pool Equipment Replacement.

Scope of work:

- Furnish labor and materials necessary to replace all above ground piping and equipment as per engineers report by C.T. Brannon, aquatic consultants, dated 3-28-12.
- Replace existing pump with composite- bodied pump
- Replace steel filters with fiberglass
- Add new calcium hypochlorite chlorinator
- Add new BecSys chemical controller
- Replace cast iron plumbing in equipment room with Sch. 80 PVC
- Replace existing bronze underwater lights with new stainless steel lights
- Replace non-compliant main drain covers with VGB-compliant covers.
- Will also add a salt chlorinator to the system.

These are necessary for continued operation of the pool because the existing equipment is non-functional.

CMAR Projected Fee: \$5,382

Total Projected Cost: \$95,089 (includes CMAR fee)

e. Married Student Housing Concrete Patios

Scope of Work:

-Furnish all labor and materials necessary to complete the concrete patio work on 10 married student housing units.

This is necessary to correct potential safety issues regarding the Oklahoma Building codes.

CMAR Projected Fee: \$2,082

Total Projected Cost: \$36,785 (includes CMAR fee)

f. Field Hall- Fire Sprinkler System

Scope of Work:

-Install necessary fire sprinkler protection system on 2nd and 3rd floors of Field Hall, a men's dormitory, to meet code requirements as required by Floyd Cobb. This system will connect to existing fire sprinkler riser on the 1st floor and also run exposed fire piping on the 2nd and 3rd floor to provide required protection. Will provide certified drawings upon completion. All necessary labor and materials are included in this estimate.

CMAR Projected Fee: \$2,502

Total Projected Cost: \$44,207 (includes CMAR fee)

g. Hughes Strong/Hamilton Hall Ceilings

Scope of Work:

-Furnish all labor and materials necessary to replace the ceiling tiles in the north and south stairwells of Hughes Strong and Hamilton Hall.

CMAR Projected Fee: \$177

Total Projected Cost: \$3,124 (includes CMAR fee)

h. Campus Surveillance System

Scope of Work:

-Furnish all labor and materials necessary to complete a campus surveillance system for the Student Union, Hamilton Hall, Holter Hall, Noble Activity Center, as well as associated parking areas adjacent to these buildings. Includes 12 outdoor cameras, 15 indoor cameras, DVR, work station, as per design by OPSU on-call engineer, Reynolds Engineering.

CMAR Projected Fee: \$5,023

Total Projected Cost: \$96,362 (includes CMAR fee)

i. Student Union Building- Terrazzo and VC tile work

Scope of work:

-Furnish all labor and materials necessary to complete the terrazzo and VC tile work in the student Union Building. Includes removing carpet in dining area, clean existing terrazzo floor, polish existing terrazzo floor. Will also remove carpet in "Cars" lounge, install new VC tile and base. Will also remove carpet in both "fishbowl" rooms and install new VC tile.

This will provide a more sanitary floor covering that is better adapted to building use than the present floor covering.

CMAR Projected Fee: \$2,428

Total Projected Cost: \$40,462 (includes CMAR fee)

j. Student Union Building- Kitchen Air Conditioning

Scope of Work:

-Furnish all labor and materials necessary to install air conditioning in the Student Union kitchen.
-Install (2), 7 ½ ton and (1) 5 ton concentric roof top units on the roof of the student union building.
-Install necessary electrical wiring and disconnects, install programmable thermostats, and patch ceilings and roof as required.

CMAR Projected Fee: \$3,595

Total Projected Cost: \$63,513 (includes CMAR fee)

Part J---Purchase Requests

1. Request to purchase real property located in Texas County, Oklahoma, Hayes Addition; Lots 14, 15, 16, 21, 22, 23, 24, 25, 26, Lots 1, 2, 3, 4, 5; E. Part of 6 & 7 (less W. Part of 6 & 7; All 8, 9, & 10 for highway easement) L E. Part of 19 & 20 (less Tr. To Hwy easement: L 17 & 18 and W. Part of 19 & 20 for easement) in Block Two (2). Lots 9, 10, 11, 18, 19, 20, 21, 22, 26, 27, 28 Lots 1, 2, 3, 4; East Part of 5 & 6 (less W. Part of 5 & 6 All 7 & 8 for Hwy easement) Lots E. Part of 24 & 25 (less Tract to Highway Easement: L 23 and West Part of 24 & 25 for easement) in Block Three (3). Lots 6, 7, 8, 9, 10, 19, 20, 21, 22, 23, Lots 1 & 2 E. Part of 3 & 4 (less W. Part of 3 & 4: All L. 5 to Hwy easement), Lots E. Part of 25 & 26: All 27 (less L. 24 & W. Part of 25 & 26 to Hwy easement) in Block Four (4); Hwy 54 W. Goodwell, OK. Total purchase price will be \$42,000. Funding will be from Section 13 and other lawfully available funds. **This was reviewed and approved by Board Legal Counsel. See attached map.**
2. Authorization is requested to enter into an agreement with Russell Brands, LLC to purchase exclusively Russell Athletic , Bike Athletic and Spalding brand products from their distributor, Baptist Athletics for football, men's and women's basketball,

softball, baseball, volleyball and cross country. The proposed agreement includes a discount of 40% off the current list price, a 15% credit of total annual purchases towards additional products and is for one year with an option to renew for five (5) additional one-year periods. The total estimated FY13 cost is \$80,000. **This was reviewed and approved by Board Legal Counsel.**

Part K---Student Services/Activities

None


Part L---New Business Unforeseen At Time Agenda Was Posted

None

Part M---Other Information Matters Not Requiring Action of the Board

1. OPSU hosted a "Key Ingredients" Panhandle Foods reception on campus in conjunction with a Smithsonian Institution exhibit on American food at the No Man's Land Historical Society Museum.
2. A preview of Ken Burns' Dust Bowl documentary will be held April 14th on campus with Ken Burns introducing the preview.
3. OPSU's Student Oklahoma Education Association (SOEA) Chapter was named Outstanding Chapter of the Year at the annual Spring Convention.
4. The March 2012 President's Update Newsletter is attached.
5. The February March 2012 Summary of Out-of-State Travel is attached.
6. The quarterly FTE report is attached.

Respectfully submitted,


David A. Bryant
President

MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Scott Richard Puryear, sports information director and instructor, was claimed by death on March 13, 2012.

WHEREAS, Mr. Puryear, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member at Oklahoma Panhandle State University from January 15, 1997 to the date of his death March 13, 2012, and as a citizen worthy of commemoration and respect; and

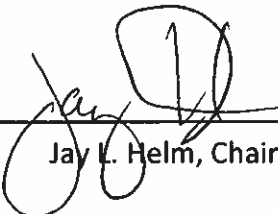
WHEREAS, his friends and Oklahoma Panhandle State University have suffered irreparable loss in his passing;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES;

THAT it takes this method to express its appreciation for the 15 years of exemplary service rendered by Mr. Puryear to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's finest employees.

BE IT RESOLVED, that a copy of this resolution be spread upon the minutes of the Board and a copy sent to the family of Mr. Puryear.

Adopted by the Board the 13th day of April, 2012.



Jay L. Helm, Chairman

Oklahoma Panhandle State University Tobacco Policy

Purpose

The purpose of this agency policy is to eliminate all tobacco use whether located indoors or outdoors on property owned, leased or contracted for use by Oklahoma Panhandle State University, and in state vehicles used for Oklahoma Panhandle State University business.

Tobacco-Free Environment

1. The use of tobacco products (including, but not limited to, cigarettes, pipes, smokeless tobacco, and other tobacco products) is prohibited throughout all indoor and outdoor areas of property owned or under the control of Oklahoma Panhandle State University, including parking lots owned or under the control of said agency, and in vehicles used by said agency or its employees whenever conducting business anywhere.
2. This administrative procedure applies to all employees, students, clients, visitors, and others on business at all Oklahoma Panhandle State University property.
3. Oklahoma Panhandle State University will identify the boundaries of its property, post this information for public reference, and provide notice of this policy with appropriate signage, including signs at entrances to the properties and/or other locations as needed. The agency will also utilize printed materials and other communications as needed to educate employees and all other persons using or visiting the property regarding this policy.
4. Oklahoma Panhandle State University locations that share a building or property with other offices will eliminate tobacco use in their offices and from all the indoor and outdoor locations under their control.
5. Tobacco product receptacles will be removed from the property, including any ash cans near entryways.
6. Oklahoma Panhandle State University is committed to providing support to all Oklahoma Panhandle State University employees and other Oklahoma Panhandle State University personnel who wish to stop using tobacco products. Oklahoma Panhandle State University is committed to ensuring that Oklahoma Panhandle State University employees and, to the extent possible, other personnel have access to several types of assistance, including cessation medications and telephone counseling through the Oklahoma Tobacco Helpline (800-784-8669). Supervisors are encouraged to refer

employees and other Oklahoma Panhandle State University personnel to the Helpline as appropriate.

7. Noncompliance by an employee will be cause for management/supervisor intervention and may result in corrective or disciplinary action in accordance with Oklahoma Panhandle State University policy and state personnel rules.
8. Noncompliance by students, visitors and others will be handled by the office of Student Affairs and Housing.

Action

The Oklahoma Panhandle State University Insurance Coordinator is responsible for ensuring the annual review of this administrative procedure.

This procedure is effective August 6, 2012.

To see all the details that are visible on the screen, use the "Print" link next to the map.



Proposed property purchase.

President's Update

A monthly newsletter from the Office of the President

March 2012

Campus Events

- Mar. 24** **Softball** vs. St. Edward's, 2 games beginning at noon
Baseball vs. Northeastern OK, 2 games beginning at 1 p.m.
- Mar. 25** **Softball** vs. St. Edward's, 2 games beginning at noon
Baseball vs. Northeastern OK, 2 games beginning at 1 p.m.
- Mar. 26** **Key Ingredients Reception**
4:30-6:30 p.m., Student Union Ballroom
- Mar. 30** **Baseball** vs. TAMIU, 2 games beginning at 1 p.m.
Softball vs. UTPB, 2 games beginning at 1 p.m.
- Mar. 31** **Baseball** vs. TAMIU, 1 p.m.
Softball vs. UTPB, 2 games beginning at noon
- Wear pink for breast cancer awareness at this weekend's games.**
OMTA Piano Festival, 8 a.m.-5 p.m., Centennial Theatre
- Apr. 1-3** ***If Only It'd Rain* Drama**, 7:30 p.m. Centennial Theatre, free
- Apr. 3** **International Food Festival**, 5-7 p.m., Ballroom, call Liz at 349-1566 for advance tickets
- Apr. 5** **Softball** vs. SEOSU, 2 games beginning at 2 p.m.
- Apr. 6** **Easter break**, no classes, Univ. remains open
Baseball vs. Newman, 2 games beginning at noon
- Apr. 7** **Baseball** vs. Newman, 1 p.m.
- Apr. 9** **Enrollment begins** for May, summer, and fall classes
- Apr. 10** **Baseball** vs. Central Okla., 2 games beginning at noon
- Apr. 11** **Art Jubilee and Career Expo**

An original drama entitled *If Only It'd Rain* will be presented on the stage in Centennial Theatre in Hughes-Strong Hall on three separate occasions: Sunday, April 1 at 7:30 p.m., Monday, April 2 at 7:30 p.m., and Tuesday, April 3 at 7:30 p.m. Admission is free for all performances. The play, directed by **Tito Aznar** and written by **Sara Jane Richter**, occurs on Black Sunday—April 14, 1935—in the middle of the Dust Bowl on a Cimarron County farm belonging to the DeVoll family: Malcolm, Verda, and their son Harlan.

The 12th annual **Paul Farrell Memorial Art Auction** raised over \$19,000 that benefits OPSU students, OPSU Art Department and Images Art Club.

Congratulations to OPSU's **Student Oklahoma Education Association (SOEA)** chapter for being named Outstanding Chapter of the Year for the 2011-2012 year at the annual Spring Convention held earlier this month!

Because he wants to focus on coaching the Aggie men's basketball team, **Jerry Olson** asked to be relieved of his athletic director duties. Effective July 1, **Wayne Stewart** will take the reins as athletic director pending approval by the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

The annual **International Food Festival** will be held Tuesday, April 3 from 5-7 p.m. in the Student Union Ballroom. Tickets are available in advance by calling 580.349.1566, going by Sewell-Loofbourrow #216, or by emailing Elizabeth McMurphy-liz@opsu.edu. Advance tickets are \$10 for adults; \$5 for children 12 years old and under; and \$5 for OPSU students with an ID. Admission at the door is \$15.00. Consider eating supper and then attending the final performance of *If Only It'd Rain* at 7:30 p.m. Centennial Theatre.

Acting on a suggestion by the **OPSU Faculty Senate**, a sidewalk has been completed on the east side of Harrison that runs from the Aggie Apartments to the parking lot to the north and east of the Science and Ag Building. The ADA-compliant sidewalk is also curbed and guttered, allowing for drainage along that street. Students can now travel safely and easily along that route!

BSN Program

Congratulations to faculty and staff in OPSU's RN-to-BSN program! They hosted a team of evaluators from the National League for Nursing Accrediting Commission (NLNAC), and the team found the program to be in compliance and will recommend the maximum 8-year reaccreditation to the NLNAC Board of Review and Board of Commissioners.

Reaccreditation means that NLNAC found OPSU's program continues to meet or exceed standards and criteria for educational quality. The site visit is the first step in the process and the final decision from the commissioners will be available in the fall; however, those within the program are confident they will follow the evaluation team's recommendation.

The program provides Registered Nurses (RNs) who have already earned an Associate's Degree in nursing the opportunity to complete a Bachelor of Science in Nursing (BSN) degree in order to enhance the education they already received. Nurses with a four-year, or bachelor's degree, may be promoted more quickly and may be in a better position to take on leadership, management, or community health positions. It also provides them with the background necessary to enter graduate nursing programs.

In existence since 1996, OPSU's RN-to-BSN program was one of the first programs to be delivered totally online and is designed to meet the challenges of busy, practicing RNs who may be juggling family, work, and other obligations. Because no travel is required for the coursework, it also meets the needs of distance learners.

During the 2010-2011 academic year, 30 Bachelor of Science in nursing degrees were earned at OPSU. Over 35% of our BSN graduates enter master's programs including nurse

practitioner programs, clinical nurse specialist programs, and programs in nursing education and administration. While students from across the nation are enrolled in the program, local BSN graduates are meeting the health care needs of the service area as school nurses, nurse practitioners, nurse educators, nurse managers and a variety of other nursing positions.

OPSU also collaborates with Oklahoma State University-Oklahoma City to offer an Associate of Applied Science in Nursing Program over the Internet.

BSN Faculty

Each well-qualified member of the OPSU nursing faculty is a registered nurse and all of them have been affiliated with OPSU for a number of years. Nursing program director **Lynna Brakhage** said, "We are very proud of the stability and experience of the BSN faculty!"

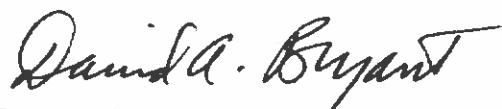
Brakage, an assistant professor, came to OPSU in 2003. She holds a doctorate in nursing practice degree from Chatham University.

Judy Unruh earned her bachelor's degree in nursing from West Texas State Univ. and her master's from the Univ. of Phoenix. The assistant professor joined the OPSU nursing faculty in 2002.

Connie Carpenter first worked in OPSU's nursing program from 1996-2002. She returned to work for OPSU as an adjunct last spring and joined the faculty full-time in the fall of 2011 as a professor. She holds a doctorate in education from OU.

Lillian Craig is an adjunct faculty member who has been an instructor since 2003. She holds a master's degree in nursing and is also a certified family nurse practitioner.

DeAnne Parrott, a faculty member since 2004, is also adjunct faculty with masters degrees in science and in education.



David A. Bryant, President

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Feb-Mar 2012
MONTH

FUND SOURCE	FY12		FY11		FY12		FY11	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	13	\$ 6,008.34	15	\$ 2,311.66	88	\$ 37,834.72	102	\$ 24,005.11
FEDERAL					2	\$ 988.67		
PRIVATE								
AUXILIARY	7	\$ 3,148.72	2	\$ 1,355.82	17	\$ 13,027.03	15	\$ 6,245.09
OTHER		\$ -		\$ -				\$ -
TOTAL	20	\$ 9,157.06	17	\$ 3,667.48	107	\$ 51,850.42	117	\$ 30,250.20

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION
FTE EMPLOYEE REPORT

TO: THE GOVERNOR OF OKLAHOMA, THE PRESIDENT PRO TEMPORE OF THE OKLAHOMA SENATE,
AND THE SPEAKER OF THE OKLAHOMA HOUSE OF REPRESENTATIVES
D. Bayant
PRESIDENT

FROM: OKLAHOMA PANHANDLE STATE UNIVERSITY

SUBJECT: FTE EMPLOYEE REPORT FOR FISCAL QUARTER ENDING 03/31/12

THE FOLLOWING INFORMATION IS PROVIDED PURSUANT TO 74 O.S. 1981, SECTION 3602

FTE EMPLOYEE CATEGORIES

	EDUC. AND GEN. BUDGET PART I			EDUC. AND GEN. BUDGET PART II			AGENCY ACCOUNTS OTHER			SUB-TOTAL			TOTAL FTE	
	OTHER			OTHER			OTHER			OTHER				
	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT		
CURRENT QTR	53	51	1420	0	1	0	0	0	4	10	53	56	30	139
PRIOR QTR	38	34	225	0	1	0	0	0	3	12	38	38	37	113
INC (DEC)	15	17	(5)	0	0	0	0	0	1	(2)	15	18	(7)	26
PRIOR FY	52	53	14	0	1	0	0	0	4	10	52	58	24	134

April 13, 2012

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. Henry Ponder, Interim President; Mrs. Angela Watson, Vice President for Administrative and Fiscal Affairs; and Dr. Marvin Burns, Dean, School of Agriculture and Applied Sciences, appeared before the Board of Regents to present the business of Langston University and review the Agenda for members of the Board.

Dr. Ponder commended and congratulated President Hale for the beautiful, informative, and enjoyable event last evening. He noted that it was outstanding and that Dr. Hale has set the bar high for the other presidents.

Dr. Ponder reported that Langston's commencement is scheduled for Saturday, May 12, 2012, at 10:00 a.m. The speaker is Mr. Russell Perry, who will also be awarded an honorary degree.

Dr. Ponder informed the Board of an incident that occurred on the Langston campus last evening, which was inadvertently reported as a riot on a social media network. He explained the situation and reported that Langston police officers were there immediately and got the situation under control. Dr. Ponder said Langston has a good relationship with the local law enforcement officials, and they were on campus immediately.

Approval of Tobacco Free Campus Policy

Dr. Ponder said Langston University is requesting authorization to become a tobacco free campus effective July 1, 2012. As such, he requested approval of a new policy to be included in the University's Faculty/Staff Handbook, pending approval from Board Legal Counsel.

Chairman Helm asked if the Student Government Association had an opinion or vote on this issue. Dr. Ponder said the students were the ones who pushed this issue. The policy went through the administrative process as well.

Regent Davis moved and Regent Hall seconded to approve Langston University's new Tobacco-Free Campus policy as presented to be added to the University's Faculty/Staff Handbook, pending approval of Board Legal Counsel.

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion carried.

Personnel Actions

Regent Lester moved and Regent Anthony seconded to approve the personnel actions as listed in the Langston Agenda.

Those voting aye: Board Members Helm, Lester, Link, Reese, Watkins, Anthony, Burns, Davis, and Hall. No: None. Abstentions: None. Absent: None. The motion passed.

Approval to Explore Future Real Estate Purchases

In an effort to find a permanent home for the Oklahoma City campus, Dr. Ponder requested permission to explore possible sites on which to build a projected 55,000 square foot campus. The preference is that the land be located within a 3.5 mile radius of the existing Oklahoma City facility that is currently being leased. It is estimated that Langston will find a suitable site within the next two years, at which time a request will be presented to the Board for approval to purchase.

Regent Anthony moved and Regent Burns seconded to authorize Langston University to explore potential future real estate locations over the next two years within a 3.5 mile radius of the existing current leased campus location of the Langston University-OKC campus, with the proposed purchase to be presented to the Board of Regents for approval.

Those voting aye: Board Members Lester, Link, Reese, Watkins, Anthony, Burns, Davis, Hall, and Helm. No: None. Abstentions: None. Absent: None. The motion was approved.

Approval to Enter Into an Affiliation Agreement

Chairman Helm referenced the request for Langston University to enter into an affiliation agreement with the Oklahoma State University Medical Center, Stillwater, Oklahoma. He asked if this should read the Oklahoma State University Medical Center, Tulsa, Oklahoma, or the Stillwater Medical Center. Mrs. Watson said she does not have the contract with her at this time, so she will have to research this matter. Chairman Helm said the Board will approve the request but will need to know which facility is being addressed.

Approval to Select a Construction Manager At Risk Firm

Dr. Ponder said seven Construction Manager At Risk firms were interviewed with respect to the new University Police Department building, and the selection committee identified the top three firms. Dr. Ponder requested Board approval to select one firm to manage this project. This matter was discussed with members of the Fiscal Affairs Committee.

Regent Link reported that the Fiscal Affairs Committee met with the Langston administration regarding approval to select a Construction Manager At Risk firm to assist the University in the

design and construction of a new Langston University Police Department building. He said Vice President Watson discussed the process which resulted in the recommendation of the three firms for the Board's consideration. The Committee acted to recommend Board approval to select Timberlake Construction.

Regent Link moved and Regent Anthony seconded to select Timberlake Construction as the Construction Manager At Risk firm to assist the University in the management of the construction of the new Langston University Police Department building as presented.

Those voting aye: Board Members Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, and Link. No: None. Abstentions: None. Absent: None. The motion carried.

Approval to Purchase Consultant Services

With the resignation of Patric Simon, Langston University's Director of Athletics, Dr. Ponder said it is necessary to conduct a search for his successor. He requested Board approval to process a purchase requisition in the estimated amount of \$40,000 to retain consultant services to assist with the search. In the meantime, Dr. Ponder reported that Rosalyn Luster Washington will serve as Interim Athletic Director. Ms. Washington served as Interim Athletic Director in 2003, during which time Langston had a championship football team and began its softball program.

Chairman Helm said it is important that Langston has an Athletic Director who understands the entire system and the rules and regulations of the NAIA. In discussions with President-elect Kent Smith, the determination was made to receive assistance with this position.

Regent Lester moved and Regent Davis seconded to authorize Langston University to purchase consultant services from DHR International to assist with the Athletic Director search in the estimated amount of \$40,000 as presented.

Those voting aye: Board Members Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, Link, and Reese. No: None. Abstentions: None. Absent: None. The motion carried.

Ratification of Interim Approval

Regent Davis moved and Regent Burns seconded to ratify interim approval granted by the Chief Executive Officer to authorize Langston University to enter into an agreement with Perry Publishing and Broadcasting Inc., for

providing the 2012 Spring Fest Concert and week-long activities in the amount of \$83,350 as presented.

Those voting aye: Board Members Anthony, Burns, Davis, Hall, Helm, Lester, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion was approved.

Balance of Agenda

Regent Link moved and Regent Anthony seconded to approve the balance of the Agenda, subject to the availability of funds and/or the limitations of the budget. (The Agenda is attached.)

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion carried.

Change in Effective Date of Presidency

Chairman Helm said the Agenda contains an item regarding the request to change the effective date of the new President of Langston University. Chairman Helm said at this time he would entertain a motion to change the effective date from July 1, 2012, to June 4, 2012, for Dr. Kent Smith to begin his Presidency.

Regent Anthony moved and Regent Watkins seconded to approve the change of the effective date of President-elect Kent Smith from July 1, 2012, to June 4, 2012.

Those voting aye: Board Members Davis, Hall, Helm, Lester, Link, Reese, Watkins, Anthony, and Burns. No: None. Abstentions: None. Absent: None. The motion carried.

Chairman Helm said the Board appreciates the service of Dr. Henry Ponder as Interim President. With this change, Dr. Ponder will end his service slightly earlier than anticipated. On behalf of the Board of Regents, Chairman Helm thanked Dr. Ponder for all that he has done for "Dear Langston." Chairman Helm noted that Dr. Ponder is an alum of Langston and has served at many institutions. He said the Board appreciates his service. Chairman Helm said on June 4, Dr. Smith will assume the Presidency, and Dr. Ponder will return to his former position. Dr. Ponder expressed thanks to the Board for the privilege of serving.

The business of Langston University being concluded, Dr. Ponder and members of the Langston administration were then excused from the meeting.

BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND A&M COLLEGES
Stillwater, Oklahoma 74074

Dear Board Members:

Please approve the following business items for Langston University.

Expenditures from Treasury Funds, contingent upon their availability, will be submitted for purchasing through Ms. Sharon Toy, Director of Purchasing.

A. GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD:

1. For your information and review, Attachment A displays Langston University's Quarterly FTE Employee Report for the fiscal quarter ending March 31, 2012.

B. RESOLUTIONS: NONE

C. POLICY AND OPERATIONAL PROCEDURES:

1. Approval is respectfully requested of Langston University's new Tobacco-Free Campus policy to add to the University's Faculty/Staff Handbook, pending approval of Legal Counsel. The request can be viewed in Attachment B.

D. PERSONNEL ACTION:

1. Approval is respectfully requested to employ Ms. Sandra Ferguson, Bursar-LU/Tulsa, effective February 23, 2012, at an annual salary of \$34,000.00.
2. Approval is respectfully requested to employ Mr. Abdullah Kader, Assistant Professor/Reference and Instruction Librarian-LU/Tulsa, effective April 1, 2012, at an annual salary of \$18,000.00.
3. Approval is respectfully requested to employ Dr. LaTanya Pinkney, Assistant Professor, School of Physical Therapy, effective March 12, 2012, at an annual salary of \$70,000.00.

4. **A. FOR INFORMATIONAL PURPOSES**

Langston University will accept the following notices of resignation:

Ms. Theresa E. Leahy, Assistant Professor, School of Physical Therapy, effective August 31, 2012.

Dr. LaTanya Pinkney, Assistant Professor, School of Physical Therapy, effective March 19, 2012.

Mr. Patric Simon, Athletic Director, effective May 17, 2012.

Ms. Shayla Hill Spriggs, Instructor, Nursing, effective February 28, 2012.

B. FOR INFORMATIONAL PURPOSES

Langston University will accept the following notices of retirement:

Ms. Carolyn Bee, Instructor of Nursing, effective March 1, 2012.

Mr. Douglas Chan, Associate Professor, Chemistry, effective June 1, 2012.

Ms. Patricia Maker, Assistant Professor of English, effective August 1, 2012.

Ms. Linda Morris, Associate Director, Financial Aid, effective July 1, 2012.

Dr. Theresa Nemmers, Associate Professor, School of Physical Therapy, effective June 1, 2012.

E. INSTRUCTIONAL PROGRAMS: NONE

F. BUDGETARY ACTION:

1. Approval is respectfully requested for Langston University to accept a continuation grant entitled Rehabilitation Counseling with Special Emphasis on Independent Living from the United States Department of Education in the amount of \$150,000.00 for the period of August 15, 2012 to August 14, 2013.
2. **Approval is respectfully requested for Langston University to accept a continuation grant entitled Long-Term Training: Vocational Evaluation and Work Adjustment Project from the United States Department of Education in the amount of \$100,000.00 for the period of August 1, 2012 through July 31, 2013.**

G. OTHER BUSINESS AND FINANCIAL MATTERS:

1. Approval is respectfully requested for Langston University to sell surplus property by way of property auction or sealed bid. The listed items scheduled for surplus will be made available to the other OSU/A&M

schools prior to public sale. Most items listed are in poor condition and will be processed for scrap value if not sold in public auction/bid format. The request can be viewed in Attachment C.

2. Approval is respectfully requested for Langston University to explore potential future real estate locations over the next two years within a 3.5 mile radius of existing current leased campus location of the OKC campus. Identified potential sites for purchase to build a projected 50,000 sq. ft., LU-OKC campus will be presented to the OSU/A&M Board for future consideration to acquire same.

H. CONTRACTUAL AGREEMENTS (other than construction and renovation):

1. Approval is respectfully requested for Langston University to enter into affiliation agreement(s) with the following facilities for the training of Nursing & Health Administration students:
Oklahoma State University Medical Center, Stillwater, OK

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

1. Approval is respectfully requested to select one of the three short listed Construction Management at Risk firms to manage the construction of the new Langston University Police Department.

There were seven total firms interviewed for the project. The committee short listed the seven firms down to the three listed below:

1. Timberlake Construction
 2. Lippert Brothers
 3. HGL Construction
2. Approval is respectfully requested to renovate the first floor men/women restroom of Page Hall (Administration Building) and the University Women Building (Student Services) to comply with the mandated Americans with Disability Act (ADA) compliance order by the Office of Civil Rights (OCR). The first floor restroom will undergo specific modifications to meet the Uniform Federal Accessibility Standards (UFAS) which will include door access width, sinks, stalls, radius, and lavatory fixture/dispensers at an estimated cost of \$80,000.00 each. Funds for this expenditure are available in New College/Section 13. The request can be viewed in Attachment D.
 3. Approval is respectfully requested to install a sprinkler system in the John Montgomery-Multi Purpose Building at an estimated cost of \$38,000.00. The Multi Purpose Building is the main venue for student social functions, i.e. Greek life activities, banquets, ball games, dances and the like.

Current fire codes require a code compliance sprinkler system for this assembly occupancy that would allow group activities within the structure that exceed three hundred people. Most large events currently accommodate 500-800 people. Funds for this expenditure are available in New College/Section 13.

J. PURCHASE REQUESTS:

1. Approval is respectfully requested for Langston University to purchase consultant services **from DHR International** to assist with the Athletic Director search in the estimated amount of \$40,000.00. **The bid process was coordinated through OSU Purchasing office.**
2. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition to John Vance Auto Group purpose of purchasing two (2) Ford F-150 trucks needed for continuing work in the farm area, in the estimated amount of \$40,000.00. Funds for this expenditure are available in account 1-51001.

K. STUDENT SERVICES/ACTIVITIES:

1. **RATIFICATION OF INTERIM APPROVAL**
Interim Board Approval was requested and granted by Jason Ramsey on March 20, 2012 for Langston University to enter into an agreement with Perry Publishing and Broadcasting Inc., for providing the 2012 Spring Fest Concert, and week long activities, and associated expenses for our students on April 30, through May 5, 2012, in the amount of \$83,350.00.

**L. NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED:
NONE**

M. OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD:

1. Summary of Out-of-State Travel as of February, 2012:

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

FUND SOURCE	TRIP NOS. (1)	AMOUNT EXPENDED (1)	TRIP NOS (2)	AMOUNT EXPENDED (2)	TRIP #S (3)	AMT. EXP. CURRENT FY (3)	TRIP #S (4)	AMT. EXP. PRIOR FY (4)
Revolving	4	\$4,140.57	7	\$3,438.38	79	\$137,779.94	63	\$81,958.24
St. Approp.								
Federal	10	\$25,048.07	16	\$12,143.62	109	\$173,654.71	151	\$241,673.14
Private								
Auxiliary	1	\$4,212.67	3	\$7,986.89	20	\$39,219.78	27	\$57,536.66
Other								
TOTAL	15	\$33,401.31	26	\$23,568.89	208	\$350,654.43	241	\$381,168.04

2. Summary of Out-of-State Travel as of March, 2012:

Column (1): Travel This Month
 Column (3): Amount Expended Current FY

Column (2): Corresponding Month Last FY
 Column (4): Amount Expended Prior FY

FUND SOURCE	TRIP NOS. (1)	AMOUNT EXPENDED (1)	TRIP NOS (2)	AMOUNT EXPENDED (2)	TRIP #S (3)	AMT. EXP. CURRENT FY (3)	TRIP #S (4)	AMT. EXP. PRIOR FY (4)
Revolving	4	\$11,081.40	8	\$9,944.51	83	\$148,861.34	71	\$91,902.75
St. Approp.								
Federal	12	\$43,180.92	16	\$61,690.98	121	\$216,835.63	167	\$303,364.12
Private								
Auxiliary	0	\$12,861.79	4	\$14,314.22	20	\$52,081.57	31	\$71,850.88
Other								
TOTAL	16	\$67,124.11	28	\$85,949.71	224	\$417,778.54	269	\$467,117.75

All items listed above are respectfully submitted for your approval.

Sincerely yours,
 LANGSTON UNIVERSITY



HENRY PONDER
 INTERIM PRESIDENT

FTE Employee Report₁

To: The Governor of Oklahoma, The President Pro Tempore of the Oklahoma Senate, and the Speaker of the Oklahoma House of Representatives
 From: Langston University, Henry Ponder
 Subject: FTE Employee Report for Fiscal Quarter Ending 03/31/12

The following information is provided pursuant to 74 O.S. 1981 Section 3602₂

	FTE EMPLOYEE CATEGORIES												TOTAL FTE
	EDUC & GEN. BUDGET PART I			EDUC & GEN BUDGET PART II			AGENCY ACCOUNTS: OTHER			SUB TOTAL			
	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	
A. FTE Employees for Report Fiscal Quarter	126.18	173.28	7.14	28.70	97.93	11.74	0	1.87	26.09	154.88	273.08	44.97	472.93
B. FTE Employees for Fiscal Qtr Immediately Preceding Report Qtr	134.07	195.43	18.57	26.99	87.79	21.83	0	2.34	26.93	161.06	285.56	67.33	513.95
C. Increase or Decrease in FTE Employees (Item A minus Item B)	-7.89	-22.15	-11.43	1.71	10.14	-10.09	0	-0.47	-0.84	-6.18	-12.48	-22.36	-41.02
D. Comparable Quarter Last Year	124.31	165.06	12.03	27.49	96.13	11.33	0	3.07	18.60	151.80	264.26	41.96	458.02

A. FTE Employees for Report Fiscal Quarter

B. FTE Employees for Fiscal Qtr Immediately Preceding Report Qtr

C. Increase or Decrease in FTE Employees (Item A minus Item B)

D. Comparable Quarter Last Year

1. File with State Regents' Office by the tenth of the Month following the end of the calendar quarter being reported.
2. The term employee shall mean a "full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee; but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 519 hours (173 hours per month multiplied by three months) the total payroll hours excluding seasonal employees) for the quarter.
3. This figure reflects the total number of FTE employees for the main campus, branch campus(es) and all constituent agencies.

Langston University Tobacco-Free Campus Policy

POLICY:

Due to the acknowledged hazards arising from exposure to tobacco products, it is the policy of Langston University to provide a tobacco-free environment for all employees, residents and visitors. This policy covers any tobacco product and applies to all employees, students and non-employee visitors of Langston University. This applies to Langston University Main Campus, Langston University Oklahoma City Campus and Langston University Tulsa Campus. This policy serves as a condition of employment.

Definitions:

- There will be no use of tobacco products within the facilities, vehicles or University owned property at any time.
- This policy applies to all employees, students, volunteers, clients, visitors, vendors and others on business at Langston University.
- There will be no tobacco use in personal vehicles at any time while on Langston University property.

Procedure:

1. Employees, students, clients, visitors, vendors and others on business at Langston University will be informed of this policy through signs posted in Langston University facilities and vehicles, the policy manual, orientation and training provided by supervisors.
2. Visitors will be informed of the policy through signs posted at all entrances to the property and/or locations as needed, and it will be explained by their host.
3. Langston University will assist employees who wish to quit smoking by facilitating access to recommended smoking cessation programs and materials.
4. Any violations of this policy will be handled through the standard disciplinary procedure for employees, students, volunteers, clients, visitors, vendors and others on business at Langston University. Basically, progressive process of written warning, up to and including termination of employment.
5. To the extent allowed by Oklahoma Law, contracts to provide services to the employees and residents of Langston University entered into on or after the effective date of this policy shall require contractors to follow the tobacco-free policy of Langston University in performance of services for Langston University.
6. This policy shall be effective July 1, 2012.

Langston University Surplus and Obsolete Items 2012

Vehicles	Quantity	Condition
1991 - Chevy Caprice	1	Poor
1975 - Blue Dodge Dump Truck	1	Poor
1977 - Dodge Utility Truck	1	Poor
1990 - Chevy Van	1	Poor
1985 - Ford Dually Truck	1	Poor
1996 - Chevy Blazers	2	Poor
2001 - Ford Taurus SE	1	Poor
1999 - Ford Crown Victoria	1	Poor
1991 - Dodge Ram Van	1	Poor
2001 - Dodge Ram 3500 Van	1	Poor

Equipment

6x6 Jacuzzi tub	1	Fair
exercise bike	1	Poor
Electric Ovens	6	Poor
Refrigerators	6	Poor

Computer equipment

Laptops	2	Poor
Monitors	20	Poor
Printers	14	Poor
Keyboards	15	Poor

Electronics

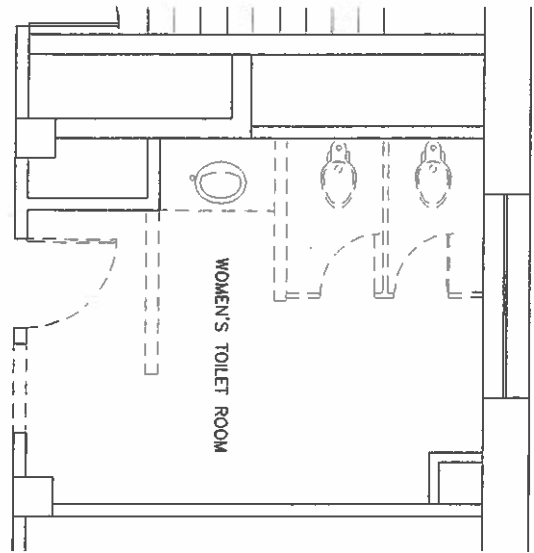
DVD Player	1	Poor
Fax Machine	3	Poor

Office Furniture

Office Desks	16	Poor
Filing Cabinets	4	Poor
Book Shelves	5	Poor
Assortment Office chairs	40	Poor
Assorted chair parts	various	Poor

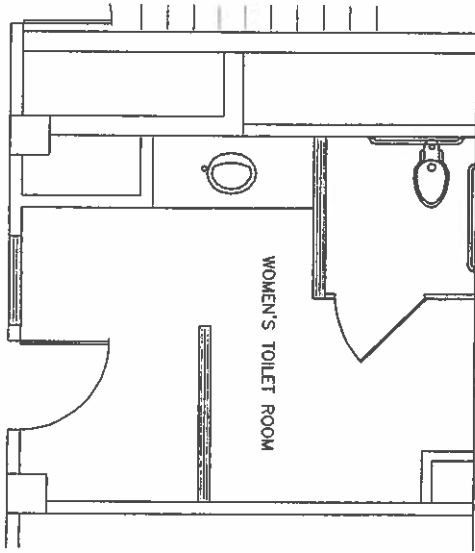
Additional items

Sofa's	2	Poor
Chalk boards	1	Poor
White boards	2	Poor
Room partitions	6	Poor



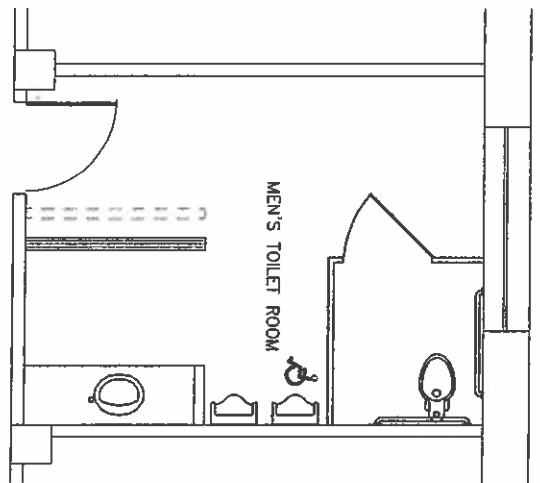
1 PROPOSED ADA MOD. DEMO. PLAN.

SCALE: 1/4" = 1'-0"



2 PROPOSED NEW ADA PLAN.

SCALE: 1/4" = 1'-0"



3 PROPOSED NEW ADA PLAN.

SCALE: 1/4" = 1'-0"

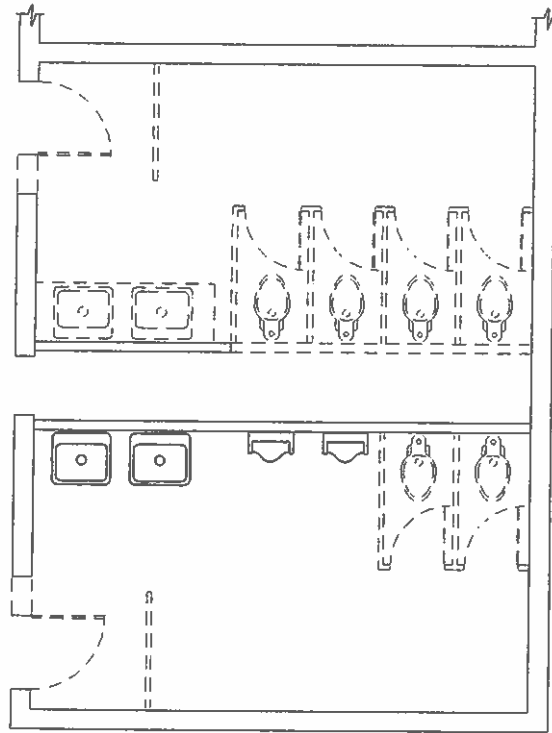
ADA MOD. DRAWINGS
FOR MAY 2010
O.C.R. REPORT AND BUDGET.
EST. COST = \$29,000.00

1 of 1

DATE:

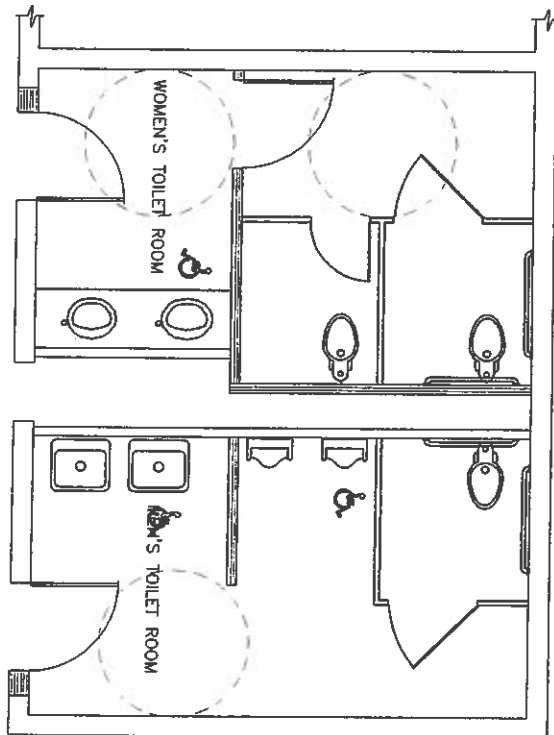
University Architects
Langston University
1301 N. Martin Luther King Blvd.
Oklahoma City, Oklahoma 73117
Phone 405-424-6801
Fax 405-424-6507

UNIVERSITY OF WOMEN'S BLD'G.
FIRST FLOOR RESTROOM MODIFICATIONS
LANGSTON UNIVERSITY
LANGSTON, OKLAHOMA



1 PROPOSED DEMO. PLAN

SCALE: 1/8" = 1'-0"



2 NEW ADA MOD. PLAN

EST. COST = \$37,000.00

SCALE: 1/8" = 1'-0"

ADA MOD. DRAWINGS
FOR MAY 2010
O.C.R. REPORT AND BUDGET.

PAGE NO.
1 of 1

DATE:

**University Architects
Langston University**
1301 N. Martin Luther King Blvd.
Oklahoma City, Oklahoma 73117
Phone 405-424-6801
Fax 405-424-6507

**PAGE HALL
FIRST FLOOR RESTROOM MODIFICATIONS
LANGSTON UNIVERSITY
LANGSTON, OKLAHOMA**

April 13, 2012

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Tim Faltyn, President, and Ms. Shirley Twilley, Vice President for Fiscal Services, appeared before the Board of Regents to present the business of Connors State College and review the Agenda for members of the Board. (The Agenda is attached.)

Dr. Faltyn expressed thanks to President Hale and his wife, Donna, for the exceptional dinner last evening. He also expressed thanks to Jason Ramsey for all the assistance he has provided to him this past month.

Dr. Faltyn reported that enrollment began two weeks ago, and he will have a full enrollment report at the next Board meeting. He said everything appears to be very promising in those first two weeks of enrollment.

Dr. Faltyn referenced the *Connors Connection* and reported on events included in the publication including the establishment of the Legacy Hall to celebrate the College's history and the publication of a book documenting the legacy of Connors State College; his wife, Kelly Faltyn, being named to the Muskogee Area Red Cross Board; Dr. Gary Grady being honored at the Oklahoma History Center in Oklahoma City as a 2012 DaVinci Fellow; the receipt of a \$50,000 grant, one of only two institutions to be the recipient of a grant from the Oklahoma State Regents for Higher Education Gear-Up summer program, to begin a wildlife education program that was approved by the Board of Regents in December, 2011; and Head Baseball Coach Perry Keith, who has been at Connors for 27 years, recently surpassing 1,300 wins at the College.

Ratification of Interim Approval to Appoint Vice President for Fiscal Services

Dr. Faltyn said he is delighted to request ratification of interim approval to appoint Shirley Twilley as Vice President for Fiscal Services. She has 20 years of experience in higher education and finance, and has been with Connors State College since 2010. He reported that Ms. Twilley produced the first unqualified audit for Connors in a very long time this last year. Dr. Faltyn said he is very excited to have Ms. Twilley on board.

Regent Anthony moved and Regent Link seconded to ratify interim approval granted by the Chief Executive Officer to appoint Shirley Twilley as Vice President for Fiscal Services at an annual salary of \$80,000 on a 12-month contract.

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Jurisdictional Agreement

Dr. Faltyn requested Board approval to enter into a Jurisdictional Agreement between Connors State College and the Warner Police Department for the purpose of mutual aid and law enforcement with the primary responsibilities being parking, traffic, and other law enforcement services. Dr. Faltyn said Connors is doing a lot of things and working with both the City of Muskogee and the City of Warner. This is just one small step in that direction, and he will bring more requests to the Board in the next few months. Dr. Faltyn said the agreement has been reviewed by Board Legal Counsel.

Regent Burns moved and Regent Watkins seconded to authorize Connors State College to enter into a Jurisdictional Agreement between Connors State College and the Warner Police Department for the purpose of providing mutual aid and law enforcement as presented.

Those voting aye: Board Members Helm, Lester, Link, Reese, Watkins, Anthony, Burns, Davis, and Hall. No: None. Abstentions: None. Absent: None. The motion passed.

Approval to Demolish Buildings

Regarding the request to demolish buildings and a water treatment facility on campus, Dr. Faltyn requested permission to change the wording to read “remove and/or demolish” two faculty houses, a faculty duplex, two office annexes, and a water treatment facility. He said this request was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Link reported that the Fiscal Affairs Committee met with the administration of Connors State College regarding approval to demolish and/or remove faculty houses, a duplex, office annexes, and a water treatment facility including the water tower. The structures have exceeded their useful life and are in disrepair. The Committee acted to recommend Board approval of the administrative recommendation, pending review by Board Legal Counsel.

Regent Link moved and Regent Watkins seconded to authorize Connors State College to remove and/or demolish faculty houses, a faculty duplex, two office annexes, and a water treatment facility including the tower and building as presented, pending review by Board Legal Counsel.

Those voting aye: Board Members Lester, Link, Reese, Watkins, Anthony, Burns, Davis, Hall, and Helm. No: None. Abstentions: None. Absent: None. The motion carried.

Approval of Engineering Services for Waste Water System

Dr. Faltyn requested authorization to pay \$66,900 to the City of Warner for engineering services to connect Connors State College to the City of Warner's waste water lagoon. He said former President Donnie Nero began the process to move the College from a self contained waste water system and tie into the Warner Public Utility waste water system. In 2011, Connors participated in the Real Property Master Lease Funds and secured funds for that particular project. This request is the engineering service for that project, and he is looking forward to getting this project under way. Dr. Faltyn said Connors has received an order from the Oklahoma Department of Environmental Quality to do something about this since 2005. It is anticipated it will take about a year to put all of this together, and this is the first step in that process. The contractual partner is the City of Warner, so he requested permission to pay the City, which will then pay the retained engineering service for that project.

Regent Link moved and Regent Davis seconded to authorize Connors State College to pay \$66,900 to the City of Warner for engineering services to connect Connors State College to the City of Warner's waste water lagoon as presented.

Those voting aye: Board Members Link, Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: None. The motion passed.

Year-End Concert

Dr. Faltyn said the students voted to have a year-end concert and sent a few of their more persuasive individuals to see Mr. Stoney LaRue. Mr. LaRue is an icon among country music and Red Dirt fans. Dr. Faltyn said Mr. LaRue agreed to provide a concert at cost. The decision was made to provide a free concert to the students and the public as an expression of thanks for the great year. The students had enough funds in their Student Activities budget to pay for the concert.

Event at Kiamichi Link Ranch

Regent Link reported that on May 3, 2012, Dr. Faltyn and his agricultural department colleagues and judging team and Dr. Hale and his agricultural department colleagues and judging team will visit his ranch for the purposes of a field trip and field day. He said a competition of judging teams will be organized. He said he looks forward to entertaining both schools, and he extended an invitation to the Board members who would like to attend.

The business of Connors State College being concluded, Dr. Faltyn and Ms. Twilley were then excused from the meeting.

CONNORS STATE COLLEGE

Warner, Oklahoma

April 13, 2012

Board of Regents for OSU & A&M Colleges
Stillwater, OK 74074

Dear Board Member:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Board Purchasing Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

A. GENERAL INFORMATION REPORTS REQUIRING NO ACTION OF THE BOARD:

1. Personal Remarks – Dr. Tim Faltyn

- *Connors Connection*

B. RESOLUTIONS:

None

C. POLICY AND OPERATIONAL PROCEDURES:

None

D. PERSONNEL ACTIONS:

1. Vice President for Fiscal Services

Approval is requested to ratify the attached Interim Approval, signed March 2, 2012, to hire Shirley Twilley as Vice President for Fiscal Services, at an annual salary of \$80,000.00, on a 12 month contract. The effective date of this hire was March 5, 2012.

E. INSTRUCTIONAL PROGRAMS:

None

F. BUDGETARY ACTIONS:

None

G. OTHER BUSINESS AND FINANCIAL MATTERS:

None

H. CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Jurisdictional Agreement

Approval is requested to enter into a Jurisdictional Agreement between Connors State College and Warner Police Department for the purpose of mutual aid and law enforcement, with the primary responsibilities being parking, traffic and other law enforcement services. The agreement has been reviewed by Legal Counsel. A map outlining the jurisdiction and a copy of the agreement are attached.

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

1. Demolition

Approval is requested to demolish Faculty House 321, Faculty House 414, Faculty Duplex 323/325, two Office Annexes, and a water treatment facility (tower and building). The houses, duplex and annexes require significant repair that is beyond the useful life of the structures. The water treatment facility is structurally unsafe and is no longer used since September, 2007. Plant Funds will be used for the demolition.

J. PURCHASE REQUESTS:

1. Engineering Services

Authorization is requested to pay \$66,900.00 to the City of Warner for engineering services to connect Connors State College to the City of Warner's waste water lagoon. Funding is provided by Real Property Master Lease Funds.

K. STUDENT SERVICES/ACTIVITIES:

None

L. NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED:

None

M. OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. *Stoney LaRue and Band of Heathens year end concert on May 10.*
2. *Out-of-State Travel Reports for February and March, 2012, attached.*
3. *FTE Report for Third Quarter of FY 2011-12, attached.*
3. *Livestock Sales Report for Third Quarter of FY 2011-12, attached*
4. *Veterinary Payments Report for Third Quarter of FY 2011-12, attached.*

Respectfully submitted,



Dr. Tim Faltyn
President

OFFICIAL INTERIM APPROVAL REQUEST TO THE OFFICE
OF THE CHIEF EXECUTIVE OFFICER OF THE OSU/A&M BOARD OF REGENTS

NOTE: Both pages of this form must be completed before interim approval is considered official.

Connors State College
College/University from which Request for Interim Approval Originated

1. The basis upon which interim approval is requested is indicated below (check one or more and explain).
- ____ (a) The matter is related to the peace, health and safety of the institution and/or its inhabitants. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)
- X (b) The matter quite possibly could pose a deterrent to the accomplishment of important institutional objectives without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)
- Between the search for the Vice President of Finance concluding weeks earlier than anticipated, and the fact that our next Board meeting is 45 days away, I thought it most prudent to request an interim approval to fill the Vice President of Finance position. This would allow me to announce the position as filled pending Board approval, and invest Shirley Twilley with the authority to start a search to replace the Controller position on campus just in time for our annual budget process.
- Please see attached email for further justification.
- X (c) The matter has significant economic implications for institutional resources and/or properties without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)
- (d) The matter is related to an emergency requiring action by the administration prior to the next meeting of the Board of Regents because of extenuating circumstances not referenced above. (Describe the specific extenuating circumstances.)

- 2. The administrative action for which interim approval is hereby requested is as follows (describe fully what action is proposed and, if necessary, use an attached sheet):

- 3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 80,000.00 Annual Salary
- 4. Identify the fund or funds to be used in covering the cost stated above. Education and General
- 5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. _____
- 6.

(Optional) Signature of Requesting Administrator



(Required) Signature of President

Date

March 2, 2012

Date

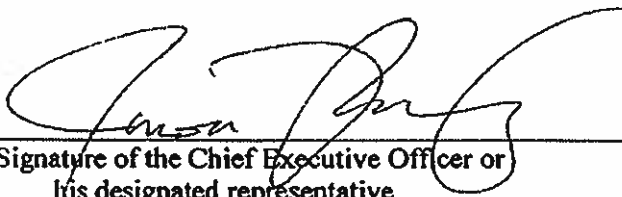
(FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER)

Interim approval is granted by the office of the Chief Executive Officer for the business matter described above.

REMARKS:

Interim approval is not granted for the business matter described above.

REMARKS:



Signature of the Chief Executive Officer or
his designated representative

3/2/12

Date

Brecht, Shari

From: Ramsey, Jason
Sent: Friday, March 02, 2012 2:53 PM
To: Brecht, Shari
Subject: FW: Connors State College - Vice President of Finance
Attachments: CSC Interim Approval Request.doc

From: Elrod, Johnnie
Sent: Friday, March 02, 2012 2:32 PM
To: Ramsey, Jason
Subject: FW: Connors State College - Vice President of Finance

Interim Approval Request from Dr. Tim Faltyn.

*Johnnie Sue Elrod
Executive Assistant to the President
Connors State College
Rt. 1, Box 1000
Warner, OK 74469
(918) 463-6214
Fax (918) 463-2733*

From: Faltyn, Tim
Sent: Friday, March 02, 2012 2:11 PM
To: Elrod, Johnnie
Subject: Fwd: Connors State College - Vice President of Finance

Begin forwarded message:

From: "Faltyn, Tim" <tfaltyn@connorsstate.edu>
Date: February 28, 2012 9:53:36 PM CST
To: "Ramsey, Jason" <jason.ramsey@okstate.edu>
Cc: "Faltyn, Tim" <tfaltyn@connorsstate.edu>
Subject: Connors State College - Vice President of Finance

Jason,

Per our discussion, I'm writing to report that we have concluded the search process for a permanent Vice President of Finance. In fact, the search concluded more quickly than anticipated because one of our finalists withdrew her name from consideration earlier this week.

My recommendation to fill the VPF position is Mrs. Shirley Twilley.

As is customary in higher Ed, we conducted a very open search/selection process that included representation from all functions on campus with added emphasis on those areas that deal directly with the VPF. Three finalists were chosen from the original candidate pool and brought to campus for multiple interviews and campus tours. The final interview was with me to discuss the specific elements of the job and the future of the College.

Shirley is far and away my first choice. She was also the unanimous choice of all the other interview groups involved in the selection process.

With over 20 years of experience in higher education financial accounting and management, Shirley is exceptionally qualified for this position.

She started her higher education career in the early 1990s at Oral Roberts University. While at ORU she held positions as Student Accounts Manager, Mabee Center Business Manager, Assistant Controller and Controller.

She came to Connors as Controller in 2010 and has been interim Vice President of Finance for us in addition to her Controller duties since September of 2011. During which time she lead the effort that produced the first unqualified audit for Connors in eight years. Just as important in my mind, she has embraced my vision for the college and has worked her way into being an effective member of my leadership team. She loves the work and the direction of the college. It shows in her can do attitude as well as her interactions with the people on and off campus. I knew I might be on to something good when Cecil described her as conscientious and efficient. That's high praise from an auditor. She has also shown a willingness to engage, seek council and utilize the expertise of the OSU system at a level that I am told has not been achieved in over a decade.

She is a self-described "empty nester" who resides in Tulsa. She has shown that she is committed to Connors and willing to make the commute for more than two years now.

Traditionally VPs at Connors have been at the bottom of the compensation list among two-year colleges in Oklahoma. I recommend that Shirley's starting salary be \$80,000 annually. This salary would place her squarely in the average with her peers and I think would better ensure longevity in the position. With the retirement of Dr. Digranes and some other cost-saving measures, my hope is to raise the pay of our VP positions at Connors to their peer average and I believe I can do it in a way that revenue neutral for the college. In fact, I believe we will end up saving about \$11,000 annually.

Between this search concluding weeks earlier than anticipated, and the fact that our next board meeting is almost 2 months away, I thought it most prudent to request an interim approval for this position. This would allow me to announce the position as pending board approval, and invest Shirley with some authority to start a search to replace the Controller position on campus just in time for our annual budget process.

My hope would be to make the official start date of the position March 5, 2012.

This is my first time requesting an interim approval. I hope such things will be an infrequent practice. Please let me know the next steps in the process.

Thanks
TF

Sent from my iPhone

DATE:

TO: All Police Personnel

SUBJECT: Jurisdictional Agreement between Connors State College and Warner Police Department

In addition to other mutual aid agreements between the Warner Police Department and the Connors State College Police Department, the primary responsibilities for parking, traffic enforcement and other law enforcement services for Connors State College Police Department are summarized as follows:

1. The campus of Connors State College.
2. College Rd. from the East curb line of Millers Dive to the West curb line to W. 3 St. including all intersections.
3. South curb line of College Rd. to the first south curb line of the intersection of W. 2 St. including all intersections.
4. South curb line of College Rd. to the first south curb line of the intersection of W. 3 St. including all intersections.
5. The private properties bounded by and/or adjacent to McClarren Hall, Gatlin Hall and the Library Resource Center, will remain the responsibility of the Town of Warner Police.
6. Any Connors State College properties and all entities contained therein.
7. On dedicated Town streets traffic and parking violations will be routinely enforced using municipal citations and the Town of Warner Municipal Court System.
8. This Agreement is of indefinite duration and may be terminated by either party upon written notice to the other party thirty (30) days in advance of the date of termination.

Approved on this _____ day of _____, 20____.

The Board of Regents for the Oklahoma
Agricultural and Mechanical Colleges,
Acting for and on behalf of
Connors State College.

By: _____
_____, Executive Secretary

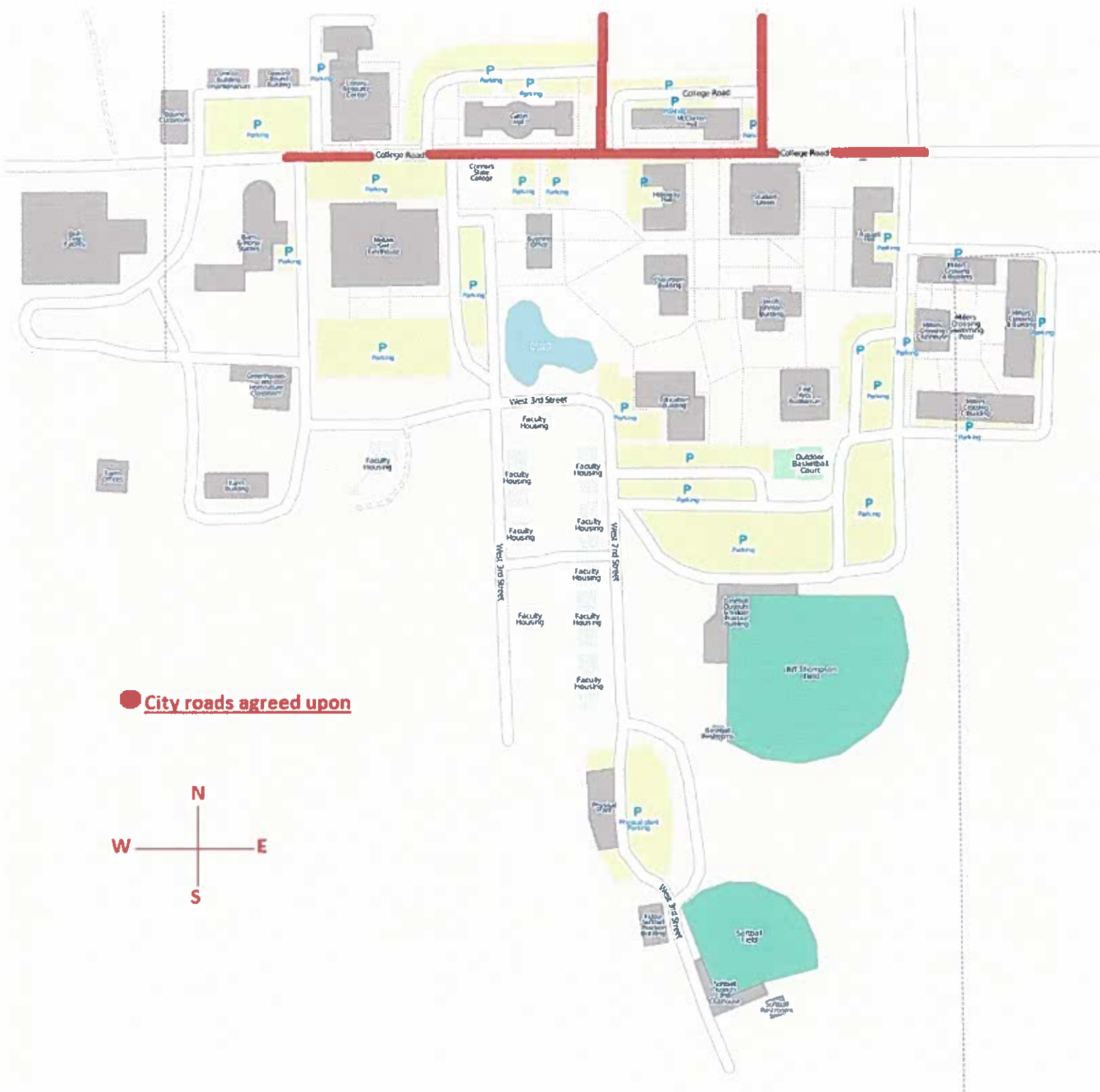
By: _____
_____, Chair

By: _____
_____, Town Clerk

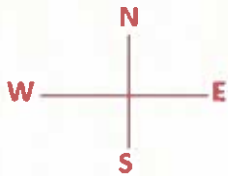
By: _____
_____, Chair, Town of Warner

By: _____
_____, Chief of Police, Warner Police Department

A jurisdictional map has been attached for further clarification.



● City roads agreed upon



CONNORS STATE COLLEGE

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF FEBRUARY, 2012

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	1	987.02	0	0.00	10	9,058.23	11	10,066.59
FEDERAL	1	126.00	0	0.00	5	4,750.96	5	5,355.17
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	3	410.00	5	1,102.07
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	2	1,113.02	0	0.00	18	14,219.19	21	16,523.83

CONNORS STATE COLLEGE
SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF MARCH, 2012

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	3	6,858.51	0	0	13	15,916.74	11	10,066.59
FEDERAL	2	3,093.32	1	1,720.16	7	7,844.28	6	7,075.33
PRIVATE	0	0	0	0	0	0	0	0
AUXILIARY	1	161.46	0	0	4	571.46	5	1,102.07
OTHER	0	0	0	0	0	0	0	0
TOTAL	6	10,113.29	1	1,720.16	24	24,332.48	22	18,243.99

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION
FTE Employee Report ¹

To: The Governor of Oklahoma, The President Pro Tempore of the Oklahoma Senate, and the Speaker of the Oklahoma House of Representatives

From: Connors State College Dr. Timothy Faltyn
Institution President

Subject: FTE Employee Report for the Fiscal Quarter Ending: 03 / 31 / 12
Mo. Day Yr.

The following information is provided pursuant to 74 O.S. 1981, Section 3602. ²

Faculty	Educ. & Gen Budget Part I		Educ. & Gen Budget Part II		Agency Accounts Other		Sub-Total		Total FTE				
	Other		Other		Other		Other						
	Regular	Student	Regular	Student	Regular	Student	Regular	Student					
	76	90	17	0	12	1	0	15	4	76	117	22	215
	106	89	17	0	12	1	0	15	4	106	116	22	244
	-30	1	0	0	0	0	0	0	0	-30	1	0	-29
	69	81	2	0	33	1	0	14	13	69	128	16	213

A. FTE Employees for Reported Fiscal Quarter ¹

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter. ¹

C. Increase or Decrease in FTE Employees (Item A minus Item B)

D. Comparable Quarter Last Year

¹ File with State Regents' office by the tenth of the month following the end of the calendar quarter being reported.

² The term employee shall mean "a full time employee or any number of part time employees whose combined weekly hours of employment equal those of a full time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 487.5 hours (162.5 hours per month multiplied by three months) the total payroll hours (excluding seasonal employees) for the quarter.

³ This figure reflects the total number of FTE Employees for the main campus, branch campus(es) and all constituent agencies.

CONNORS STATE COLLEGE
LIVESTOCK SALES REPORT
FOR THE 3rd Qtr 2011/2012

<u>DATE</u>	<u>WHERE</u>	<u>TYPE</u>	<u>WHAT</u>	<u>AMOUNT</u>
2/8/2012	Stigler Livestock Auction	Auction	(1) Black Baldy Simmental Cow (1) Red & (1) Black Orphan Bull Calf	\$2,000.00
2/8/2012	Stigler Livestock Auction	Auction	(1) Red Steer	\$691.90
3/15/2012	Mid Coast Santa Gert Assoc	Super Sale	(1) Red Santa Gertrudis Bull	\$1,635.00
TOTAL				\$4,326.90

**CONNORS STATE COLLEGE
VETERINARY PAYMENTS FOR 3rd QUARTER OF FY 2012**

<u>DATE</u>	<u>VENDOR</u>	<u>FUND</u>	<u>AMOUNT</u>
1/13/2012	Four Corners Embryo	701	\$128.50
1/18/2012	Fenton Animal Clinic	701	\$1,751.40
1/26/2012	Genex Cooperative Inc	290	\$160.00
1/26/2012	RSM Farm Supply	701	\$69.00
2/8/2012	Dixon Farm Supply	701	\$101.00
2/16/2012	MWI Veterinary Supply	701	\$438.41
2/23/2012	Reproduction Enterprises	701	\$410.00
3/5/2012	Dixon Farm Supply	701	\$159.77
3/8/2012	Hubler Veterinary Service	701	\$902.50
3/8/2012	Warner Hardware	701	\$15.19
3/23/2012	Fenton Animal Clinic	701	\$672.20
3/23/2012	MWI Veterinary Supply	701	\$57.17
3/23/2012	Ultrasound Technologies	701	\$1,900.00
	Total		\$6,765.14

April 13, 2012

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Jeff Hale, President; Ms. Jessica Boles, Vice President for Fiscal Affairs; Dr. David Loving, Vice President for Administrative Affairs; and Mr. Mark Rasor, Interim Vice President for Fiscal Affairs/Assistant Vice President for Fiscal Affairs/Controller, appeared before the Board of Regents to present the business of Northeastern Oklahoma A&M College and review the Agenda for members of the Board.

On behalf of the Board of Regents, Chairman Helm thanked Dr. Hale for the hospitality. He said the entertainment has been wonderful, and a new standard has been set with respect to the meals. Dr. Hale said he will share these sentiments with the faculty and staff who made this happen. He said it is quite an honor to have the Regents back on campus. The last time NEO hosted a meeting was October, 2010, and over the course of the last 18 months a lot of good things have happened on campus. He believes the Regents can sense that from their interactions with the faculty and staff.

Dr. Hale presented the Board members with a brick signifying the several construction projects over the last few years. He also referenced the *NEO Update* newsletter and reported that NEO's Head Baseball Coach, Roger Ward, reached a milestone by attaining 500 wins this past week after 14 seasons at NEO; the NEO Nursing program received another five-year accreditation from the Oklahoma Board of Nursing; Jennifer Hessee was named the new Executive Director of NEO's Foundation; NEO students were selected to travel abroad for the American Quarter Horse Association to conduct horsemanship camps; the celebration of Higher Education Day at the State Capitol was February 21, 2012; and the Lady Norse basketball team qualified for the national tournament, and center Wilka Montout from French Guiana was named NJCAA All American this past week.

Dr. Hale reported that NEO's 91st commencement will take place on May 10, 2012. He said Dr. Doug Cox, who serves as Miami's area Legislator, has agreed to serve as the commencement speaker. He is a very important member of the Legislature and is very helpful with respect to higher education. Dr. Hale said he is honored to have him as the commencement speaker.

Personnel Actions

Dr. Hale requested ratification of interim approval of the job description and minimum required qualifications and authorization to initiate the job search process for the position of Vice President for Fiscal Affairs. He said this is the position currently held by Jessica Boles. He noted that today is her last day at NEO, and she will begin her new job at East Central University in Ada on Monday. Dr. Hale said the position has been advertised, a search committee has been formed, and the first committee meeting will occur on April 25, 2012. The goal is to bring forward a recommendation for appointment at the June meeting. Dr. Hale announced that Mark Rasor, Assistant Vice President for Fiscal Affairs/Controller, has been assigned additional duties of Interim Vice President for Fiscal Affairs, effective April 1, 2012.

Regent Anthony moved and Regent Link seconded to ratify interim approval granted by the Chief Executive Officer to approve the job description and minimum required qualifications and to initiate the search process for the position of Vice President for Fiscal Affairs for Northeastern Oklahoma A&M College.

Those voting aye: Board Members Reese, Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, and Link. No: None. Abstentions: None. Absent: None. The motion carried.

Dr. Hale reviewed the remainder of the personnel requests. He said the request to name a Vice President for Academic Affairs has been withdrawn at this time. He commended David Loving for his service as Interim Vice President for Academic Affairs this past year. He noted that Dr. Loving has been a history professor at NEO for ten years and is absolutely one of the most popular faculty members on campus. The final interviews will be conducted next week, and the goal will be to bring forward a recommendation for the position of Provost and Vice President for Academic Affairs to the Board in June.

Regent Watkins moved and Regent Lester seconded to approve personnel actions D-2.a., D-2.c., and D-2.d. as listed in the NEO Agenda.

Those voting aye: Board Members Watkins, Anthony, Burns, Davis, Hall, Helm, Lester, Link, and Reese. No: None. Abstentions: None. Absent: None. The motion carried.

E&G Budget Revision

Dr. Hale requested Board approval of budget revisions to the FY-12 E&G Budget, Part I, which reflects increased expenses for other salaries and associated fringe benefits and increased out-of-state fee waivers. He requested Ms. Boles to address the Board regarding this matter. (A handout regarding the budget revisions is included in the NEO Agenda and considered a part of these minutes.)

Ms. Boles said NEO is requesting permission to amend its budget on the revenue side to increase its budget due to an increase in credit hours from 61,000 to 63,000. This will increase NEO's revenue by several hundred thousand dollars. On the expenditure side, NEO is going to increase its expenditures by \$793,654. She said \$266,000 of this increase is due to out-of-state fee waivers. Since NEO changed its out-of-state fee waiver program, it has seen an approximate 20 percent increase in out-of-state students the past three years. It is believed this is a good program. NEO also increased its out-of-state tuition this past year. Between the increase in students and the increase in the amount of tuition, not enough was budgeted up front for that. In addition, because of the student growth, NEO's instructional expenses have increased

approximately \$258,000 this year. Also, there are some minor expense increases with respect to the physical plant because of the addition of a quarter of a million square feet of facilities.

On behalf of the Board of Regents, Chairman Helm thanked Ms. Boles for her service. He noted that Ms. Boles has done an excellent job for NEO, and he wished her well. Ms. Boles expressed thanks and said it has been a pleasure to work with this Board and for NEO.

Agreement with Higher One, Inc.

Dr. Hale requested Board approval to enter into an agreement with Higher One, Inc., pending review by Board Legal Counsel. Higher One will provide student refunds on debit cards rather than a hard copy check. Dr. Hale noted that Langston University has an agreement with Higher One. Essentially, this will get the College out of the business of cutting written checks to the students for reimbursement purposes. He said Mr. Razor has worked on that project, and he asked him to provide a report.

Mr. Razor said NEO has been reviewing this for a few years. With the Governor's mandate to move towards electronic payments, the College began looking at this intently this spring. Currently, NEO prints 2,000-2,500 reimbursement checks in the Business Office, the cashiers go through them, and the checks are placed in envelopes and mailed to the students. If NEO contracts with Higher One, NEO would upload a file to them, transfer the funds, and they would mail a debit card to the students. The cost to do that is about \$.65 per debit card. The only additional cost is a reissue fee if a student loses the card, but it is anticipated that this cost would be charged to the student. Mr. Razor said it was reported to him that it costs approximately \$2.20 to print and mail a warrant versus the cost of \$.65. It will be a savings to NEO, and it meets the Governor's mandate to move towards electronic payments.

Approval to Begin the Process to Design and Construct a Wetlands Along Tar Creek

Dr. Hale requested Board approval to begin the design, construction, and payment for the wetlands project along Tar Creek located on the southeast side of campus. He said this request was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Link reported that the Fiscal Affairs Committee met with the administration of Northeastern Oklahoma A&M College regarding approval to begin the process to design and construct a wetlands project along Tar Creek located on the southeast side of campus. This project will be funded by the Peoria Tribe of Oklahoma via grant funds through the Environmental Protection Agency. Regent Link reported that the Committee acted to recommend Board approval of the administrative recommendation.

Regent Link moved and Regent Watkins seconded to authorize Northeastern Oklahoma A&M College to begin the design, construction, and payment for the wetlands project along Tar Creek located on the southeast side of campus as presented.

Those voting aye: Board Members Anthony, Burns, Davis, Hall, Helm, Lester, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion was approved.

Balance of Agenda

Regent Watkins moved and Regent Anthony seconded to approve the balance of the Agenda, subject to the availability of funds and/or the limitations of the budget. (The Agenda is attached.)

Those voting aye: Board Members Burns, Davis, Hall, Helm, Lester, Link, Reese, Watkins, and Anthony. No: None. Abstentions: None. Absent: None. The motion carried.

With respect to the competition scheduled for May 3, Regent Hall said he would like the judging contest to also include a head-to-head competition between Presidents Hale and Faltyn. Dr. Hale said the judging teams will be competing in the judging contests, but he and Dr. Faltyn will compete in a different competition.

Once again, Chairman Helm expressed thanks for everything in connection with hosting the Board meeting.

The business of Northeastern Oklahoma A&M College being concluded, Dr. Hale and members of the NEO administration were then excused from the meeting.

NORTHEASTERN OKLAHOMA A&M COLLEGE
Miami, Oklahoma
April 13, 2012

Board of Regents for OSU and the A&M Colleges
Stillwater, Oklahoma

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Board Purchasing Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

PART A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD

1. President's Remarks

- February and March "NEO Update"

2. Commencement Exercises

Northeastern Oklahoma A&M College's 91st Commencement is scheduled for Thursday, May 10th at 8:00 p.m. at Robertson Field Stadium. This year's speaker is State Representative Dr. Doug Cox. You are cordially invited to attend all events for the Commencement.

PART B - RESOLUTIONS

None

PART C - POLICY AND OPERATIONAL PROCEDURES

None

PART D - PERSONNEL ACTIONS

1. Interim Approval for job description and minimum required qualifications and to initiate job search process for position of Vice President for Fiscal Affairs

We request ratification of previously granted interim approval for the job description and minimum required qualifications and to initiate the job search process for the position of Vice President for Fiscal Affairs for Northeastern Oklahoma A&M College. A job description is attached (Reference Document #1). Interim approval is requested prior to the April Board meeting so that we can begin receiving and screening applications for this critical position with the possibility of having someone hired before we begin working on budgets for the 2012-13 fiscal year.

PART D - PERSONNEL ACTIONS**2. Employment**

Board approval is requested for the following employment:

- a. Jennifer Hessee as the Executive Director of the Northeastern Oklahoma A&M College Development Foundation. She will be paid an annual salary of \$60,000, effective April 3, 2012. This is a replacement for an employee who resigned.
- ~~b. _____ as the Vice President for Academic Affairs. Position will be paid an annual salary of \$ _____, effective _____. This is a replacement for Dr. Tim Faltyn.~~
WITHDRAWN
- c. LaShawna Powers, social science instructor, has been employed for the 2011-12 academic year on a temporary basis. We request approval to employ her on a permanent basis, effective fall semester 2012, at an annual salary of \$38,327.
- d. Jessica Stout, art instructor, has been employed for the 2011-12 academic year on a temporary basis. We request approval to employ her on a permanent basis, effective fall semester 2012, at an annual salary of \$38,327.

3. Sabbatical Leave Request

Mr. Jeff Aldridge, mathematics instructor, has requested a sabbatical leave for the fall semester of the 2012-13 academic year to enroll in graduate mathematics courses at Pittsburg State University. In accordance with Northeastern Oklahoma A&M College regulations governing Sabbatical Leave of Absence, I request sabbatical leave be granted and that he receive 100% of his approved salary for the fall term of the 2012-13 academic year.

4. Information Requiring No Action by the Board

- a. Jessica Boles, Vice President for Fiscal Affairs, resigned effective April 13, 2012.
- b. Alicia Weatherby, nursing instructor, will retire effective May 31, 2012.
- c. Mark Rasor, Assistant Vice President for Fiscal Affairs/Controller, has been assigned additional duties of Interim Vice President for Fiscal Affairs, effective April 1, 2012. He will receive a monthly stipend of \$1,500 for duties associated with this assignment.

PART E - INSTRUCTIONAL PROGRAMS

None

PART F - BUDGETARY ACTIONS**1. Revision – E&G Budget Part I – FY12**

Board approval is requested for the revision of the FY12 E&G Budget Part 1 (Reference Document #2) which reflects increased expenses for other salaries and associated fringe benefits and increased out-of-state fee waivers.

PART G - OTHER BUSINESS AND FINANCIAL MATTERS

None

PART H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Cable-One

Board approval is requested to continue the contract with Cable-One for cable television services to all campus television outlets at an estimated annual cost of \$66,000.

2. Addtronics (SmartCard Identification Card System)

Board approval is requested for an extension of prior maintenance agreement with Addtronics for the SmartCard system (ID cards) to June 2013 at an estimated annual cost of \$22,000 with the option to renew annually by mutual agreement.

3. Higher One, Inc.

Board approval is requested to enter into an agreement with Higher One, Inc., pending review of legal counsel, for the purpose of providing student refunds on debit cards rather than a hard copy check.

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

1. Approval to Begin the Process to Design and Construct a Wetlands along Tar Creek on the Southeast side of the Campus (NEO-Tar Creek Wetlands)

Board approval is requested to begin the design, construction, and payment for the wetlands project along Tar Creek located on the southeast side of campus. Oklahoma State University "on call" process would be used to select the Civil Engineer. Funding for the project will be from the Peoria Tribe of Oklahoma.

The College and Peoria Tribe are developing an outdoor research lab for their students and staff to determine which native plants naturally clean the Tar Creek waters of heavy metals for use in applications in other areas in Oklahoma. (Prior Board approval was provided at the September 2011 meeting to enter into a Partnership on Clean Water Act 319 with Peoria Tribe of Indians of Oklahoma for this project).

Northeastern Oklahoma A&M College will pay Oklahoma State University and be reimbursed by the Peoria Tribe of Oklahoma via grant funds through the Environmental Protection Agency.

PART J - PURCHASE REQUESTS

1. Board approval is requested to purchase magazines and periodicals for the Learning Resource Center for the period of July 1, 2012 through June 30, 2013 from EBSCO Subscription Services, state contract, at an estimated cost of \$50,000 with funding from the E&G Budget.
2. Board approval is requested to purchase three Cisco touch panel controlled videoconferencing/lecture capture carts at an estimated cost of \$61,500. Each cart will contain a multi-site codec for interactive two-way video (ITV) courses as well as lecture capture, live video streaming, and video archiving. These carts will be piloted under the Title III Part F Grant, and targeted for courses and instructors in Early Childhood Education, Criminal Justice, and Hospitality Management. Each cart will contain an HD instructor video camera, Elmo HD document camera, laptop input, microphones and monitors all controlled through an intuitive touch-screen for instructor control. Installation and training are also included as part of the system. This purchase is offered under state contract and funding will be from the Title III, Part F program grant.

PART K - STUDENT SERVICES/ACTIVITIES

None

PART L - NEW BUSINESS UNFORSEEN AT TIME AGENDA WAS POSTED

None

PART M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

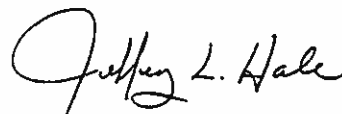
1. Out-of-State Travel Summary

The Summary of Out-of-State Travel for February 2012 is attached.

2. OSRHE FTE Employee Report

The OSRHE FTE Employee Report for fiscal quarter ended March 31, 2012 is attached.

Respectfully Submitted,



Dr. Jeffery L. Hale
President

Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

EDUCATIONAL AND GENERAL BUDGET
FISCAL YEAR 2011-2012

Reference Document #2

SUMMARY OF EXPENDITURES BY FUNCTION AND OBJECT

Schedule F

Agency #: 480
Institution Name: Northeastern Oklahoma A&M College

Date Submitted: President's Name

April 13, 2012
Dr. Jeffrey L. Hale

Object Codes	10	20	31	30	40	42	50	60	TOTALS
Object	Personnel Services	Travel	Utilities	Supplies & Other Operating Expenses	Property, Furniture, & Equipment	Library Books and Periodicals	Scholarships & Other Assistance	Transfers & Other Disbursements	TOTALS
Activity & Sub-Activity/Function:									
11 Instruction	6,396,153	34,397	16,200	339,947	111,085				6,897,782
12 Research									-
13 Public Service									-
14 Academic Support	703,241	9,401	27,165	220,230	105,359	76,306			1,141,702
15 Student Services	1,078,515	13,328		243,777	14,708				1,350,328
16 Institutional Support	1,551,305	23,523		527,032	34,322				2,136,182
17 Operation. & Maintenance of Plant	1,934,262	2,563	570,000	646,456	21,586				3,174,867
18 Scholarships (Net of Tuition Waivers)									-
11 Total E&G Part I - Fund 290	11,663,476	83,212	613,365	1,977,442	287,060	76,306	-	-	14,700,861
Entry into CORE E&G Part I - Fund 290	11,663,476	83,212		2,590,807		363,366	-	-	14,700,861
21 Total E&G Part II <i>Cells linked to Sch. B-II</i>	778,918	18,004		562,850	121,122	-	25,550	-	1,506,444
Entry into CORE E&G Part II	778,918	18,004		562,850		121,122	25,550	-	1,506,444
Total Allotment	12,442,394	101,216	613,365	2,540,292	408,182	76,306	25,550	-	16,207,305

Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

EDUCATIONAL AND GENERAL BUDGET
FISCAL YEAR 2011-2012

Schedule F

SUMMARY OF EXPENDITURES BY FUNCTION AND OBJECT

Agency #: 480
Institution Name: Northeastern Oklahoma A&M College
Date Submitted: April 13, 2012
President's Name: Dr. Jeffery L. Hale

Object	Personnel Services	Travel	Utilities	Supplies & Other Operating Expenses	Property, Furniture, & Equipment	Library Books and Periodicals	Scholarships & Other Assistance	Transfers & Other Disbursements	TOTALS
Activity & Sub-Activity/Function:									
11 Instruction	262,236	7,455	1,100	(14,132)	1,253				257,912
12 Research									-
13 Public Service									-
14 Academic Support	10,600	655	4,290	17,370	21,008	(600)			53,323
15 Student Services	57,659	(328)		238	2,740				60,309
16 Institutional Support	64,084	2,997		12,308	490				79,879
17 Operation. & Maintenance. of Plant	56,179	182		22,290	(2,420)				76,231
18 Scholarships (Net of Tuition Waivers)									-
11 Total E&G Part I - Fund 290	450,758	10,961	5,390	38,074	23,071	(600)			527,654
Entry into CORE E&G Part I - Fund 290	450,758	10,961		43,464		22,471			527,654
21 Total E&G Part II									-
Entry into CORE E&G Part II									-
Total Allotment									-
	450,758	10,961	5,390	38,074	23,071	(600)			527,654

Cells linked to Sch. B-II-->

Oklahoma State Regents for Higher Education
 500 Education Building, State Capitol Complex
 Oklahoma City, OK 73105

**EDUCATIONAL AND GENERAL BUDGET
 PART I - PRIMARY BUDGET**

Schedule A

Summary of Educational and General Expenditures by Function

Institution Number: 480 Institution Name: Northeastern Oklahoma A&M College President: Dr. Jeffrey L. Hale Date Submitted: 04/13/2012

EXPENDITURES BY ACTIVITY/FUNCTION						
Activity Number	Activity/Function	Approved Budget	%	Revised Amount	%	Increase or (Decrease)
11	Instruction	6,639,870	40.9%	6,897,782	40.6%	257,912
12	Research		%		%	
13	Public Service		%		%	
14	Academic Support	1,088,379	6.7%	1,141,702	6.7%	53,323
15	Student Services	1,290,019	7.9%	1,350,328	7.9%	60,309
16	Institutional Support	2,056,303	12.7%	2,136,182	12.5%	79,879
17	Operation and Maintenance of Plant	3,098,636	19.1%	3,174,867	18.6%	76,231
18	Scholarships and Fellowships	2,074,800	12.7%	2,340,800	13.7%	266,000
	Total Expenditures by Activity/Function:	16,248,007	100.0%	17,041,661	100.0%	793,654
FUNDING						
Fund Number	Fund Name	Approved Budget	%	Revised Amount	%	Increase or Decrease
290	E&G Operating Revolving Fund:					
	Revolving Funds	7,413,554	45.6%	8,186,370	48.0%	772,816
	State Appropriated Funds - Operations Budget	8,772,815	54.0%	8,772,815	51.5%	-
	State Appropriated Funds - Grants, Contracts and Reimbursements	61,638	0.4%	82,476	0.5%	20,838
	Total Expenditures by Fund:	16,248,007	100.0%	17,041,661	100.0%	793,654

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY11-12
PART I - PRIMARY BUDGET

Schedule A
Summary of Educational and General Expenditures by Function

Institution Number: 480 Institution Name: Northeastern Oklahoma A&M College President: Dr. Jeffrey L. Hale Date Submitted: 04/13/2012

EXPENDITURES BY ACTIVITY/FUNCTION							
Activity Number	Activity/Function	Approved Budget	%	Revised Amount	%	Increase or (Decrease)	
11	Educational & General Budget - Part I:						
	Instruction						
		General Academic Instruction	6,332,505		6,565,667		233,162
		Vocational/Technical Instruction	42,643		38,553		(4,090)
		Community Education	190,088		194,588		4,500
		Preparatory/Remedial Instruction	74,634		98,974		24,340
		Instruction Information Technology					
		Total Instruction:	6,539,870	40.9%	6,897,782	40.6%	257,912
	12	Research					
			Institutes and Research Centers				
		Individual and Project Research					
		Research Information Technology					
	Total Research:		%		%		
13	Public Service						
		Community Service					
		Cooperative Extension Service					
		Public Broadcasting Services					
	Total Public Service:		%		%		
14	Academic Support						
		Libraries	611,673		618,423		6,750
		Museums and Galleries					
		Educational Media Services	165,377		173,517		8,140
		Ancillary Support	28,368		28,368		-
		Academic Administration					
		Personnel Development	160,585		195,585		35,000
		Course and Curriculum Development	122,376		125,809		3,433
		Academic Information Technology					
		Total Academic Support:	1,088,379	6.7%	1,141,702	6.7%	53,323

Schedule A (continued)
Summary of Educational and General Expenditures by Function
 Institution Number: 480 Institution Name: Northeastern Oklahoma A&M College President: Dr. Jeffery L. Hale Date Submitted: 04/13/2012

EXPENDITURES BY ACTIVITY/FUNCTION							
Activity Number	Activity/Function	Approved Budget	%	Revised Amount	%	Increase or (Decrease)	
15	Student Services	193,422		206,062		12,640	
	Student Services Administration	111,623		116,823		5,200	
	Social and Cultural Development	253,473		271,767		18,294	
	Counseling and Career Guidance	342,894		349,369		6,475	
	Financial Aid Administration	168,711		185,338		16,627	
	Student Admissions	43,617		43,617		-	
	Student Records	176,279		177,352		1,073	
	Student Health Services						
	Student Services Information Technology						
	Total Student Services:		1,290,019	7.9%	1,350,328	7.9%	60,309
	16	Institutional Support	823,677		839,772		16,095
		Executive Management	439,926		444,520		4,594
Fiscal Operations		341,645		347,695		6,050	
General Administration		327,447		376,782		51,335	
Public Relations/Development		123,608		125,413		1,805	
Administrative Information Technology							
Total Institutional Support:		2,056,303	12.7%	2,136,182	12.5%	79,879	
Operation and Maintenance of Plant		130,662		130,802		140	
Physical Plant Administration		1,303,040		1,289,540		(13,500)	
Building Maintenance		398,363		432,213		33,850	
Custodial Services		570,000		570,000		-	
Utilities		233,972		272,072		38,100	
Landscape and Grounds Maintenance	28,500		28,500		-		
Major Repairs and Renovations	356,454		376,845		20,391		
Safety & Security							
Logistical Services	77,645		74,895		(2,750)		
Operation and Maintenance Information Technology							
Total Operation and Maintenance of Plant:	3,098,636	19.1%	3,174,867	18.6%	76,231		
18	Scholarships and Fellowships	490,500		490,500		-	
	Scholarships	1,584,300		1,850,300		266,000	
	Fellowships						
	Nonresident Tuition Waivers	2,074,800	12.7%	2,340,800	13.7%	266,000	
Total Scholarships and Fellowships:	16,248,007	100.0%	17,041,661	100.0%	793,654		

Northeastern Oklahoma A&M College

Budget Revision

	Original Budget	Revised Budget	Change
Revenues	\$ 15,861,285	\$ 16,190,355	\$ 329,070
Expenditures	16,248,007	17,041,661	793,654
Deficit	\$ 386,722	\$ 851,306	\$ 464,584

REVENUE

- Revenue increased due to credit hours increasing from 61,000 to 63,000

EXPENDITURE

- Out of State tuition waivers increased \$266,000
- Instruction related expenses increased \$258,000

JOB DESCRIPTION

I. JOB TITLE: Vice President for Fiscal Affairs

II. JOB IDENTIFICATION:

A. Overview:

The Vice President for Fiscal Affairs is the chief fiscal officer and is responsible for the management of the financial resources in the E&G Budget and the Auxiliary Budget. The Vice President for Fiscal Affairs shall ensure that all financial procedures are in compliance with the Oklahoma State Statutes.

B. Position answers directly to the President of the College

C. Supervises:

Controller/Assistant Vice President for Fiscal Affairs, Staff Accountant, Director of Physical Plant, Director of Human Resources, Director of Housing, Bookstore Manager, Post Office Manager, Clerk-Purchasing Assistant, Staff Assistant to the Vice President of Fiscal Affairs and Business Office Clerks.

III. JOB QUALIFICATIONS:

- A. A bachelor's degree or higher in accounting/finance (CPA preferred).
- B. Must have five years financial management, preferably higher education experience.
- C. Must possess general knowledge of computers and accounting software.
- D. Ability to accept responsibility and account for his/her actions.
- E. Ability to grasp and understand business concepts and issues.
- F. Ability to take care of the customers' needs while following college procedures.
- G. Ability to be truthful and be seen as credible in the workplace.
- H. Ability to organize and direct oneself and effectively supervise others.

IV. JOB DUTIES:

- A. Interact with the Vice President for Academic Affairs and Vice President for Student Affairs & Enrollment Management as a support in the areas of finance and personnel.
- B. Coordinate the operations of the following areas of the campus, relative to personnel and financial matters: Maintenance Department, Post Office, Bookstore, Human Resources, Student Housing, Business Office and Custodial Department.
- C. Coordination of and reporting external financial commitments, dealing with finance and operations, to the office of State Finance, State Treasurer's Office, Oklahoma State Regents for Higher Education and the Board of Regents for OSU and the A&M Colleges, as information is required by these Agencies and Boards.
- D. Being a part of the college community in the various campus functions and student activities.
- E. Oversee construction projects on campus.
- F. Any other projects and research requested by President of the College.

Northeastern Oklahoma A&M College
 Summary of Out-of-State Travel as of February 2012

Column (1): Travel This Month
 Column (3): Amount Expended Current FY

Column (2): Corresponding Month Last FY
 Column (4): Amount Expended Prior FY

FUND SOURCE	No. Trips (1)	AMOUNT EXPENDED (1)	No. Trips (2)	AMOUNT EXPENDED (2)	No. Trips (3)	AMT. EXP. CURRENT FY (3)	No. Trips (4)	AMT. EXP. PRIOR FY (4)
Revolving								
State Approp.	4	1,915.78	0	0	25	9,468.70	20	7,379.52
Federal	0	0	0	0	2	1335.94	0	0
Private								
Auxiliary	1	1,500.00	0	0	4	2,494.77	7	3,760.98
Other								
Total	5	3,415.78	0	0	31	13,299.41	27	11,140.50

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION FTE EMPLOYEE REPORT

To: The Governor of Oklahoma, The President Pro Tempore of the Oklahoma Senate, and
The Speaker of the Oklahoma House of Representatives

From: Northeastern Oklahoma A&M College


PRESIDENT

Subject: FTE Employee Report for Fiscal Quarter Ending March 31, 2012

The following information is provided pursuant to 74 O.S. 1981, Section 3602

FTE Employee Categories

	EDUC & GEN BUDGET PART I			EDUC & GEN BUDGET PART II			AGENCY ACCOUNTS: OTHER			SUB TOTAL			TOTAL FTE
	FACULTY	OTHER REGULAR	OTHER STUDENT	FACULTY	OTHER REGULAR	OTHER STUDENT	FACULTY	OTHER REGULAR	OTHER STUDENT	FACULTY	OTHER REGULAR	OTHER STUDENT	
Current Quarter	84	98	5	0	7	11	0	31	4	84	136	20	240
Prior Quarter	79	86	6	0	5	13	0	24	4	79	115	23	217
Increase or Decrease	5	12	(1)	0	2	(2)	0	7	0	5	21	(3)	23
Comparable Quarter Last Year	98	94	5	0	4	10	1	28	4	99	126	19	244

1. File with State Regent's Office by the tenth of the Month following the end of the calendar quarter being reported.
2. The term employee shall mean a "full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee; but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 519 hours (173 hours per month multiplied by three months) the total payroll hours excluding seasonal employees for the quarter.
3. This figure reflects the total number of FTE employees for the main campus, branch campus(es) and all constituent agencies.

April 13, 2012

Public Comments

Chairman Helm said 15 minutes are provided for members of the public who would like to address the Board, and he asked if there were any members of the public who wished to address the Board at this time. There being none, the Board continued with its business.

April 13, 2012

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES
MEETING OF APRIL 13, 2012

Chairman Helm called upon the Committee Chairs of the following Committees to give reports.

Fiscal Affairs Committee

(All business discussed by the Fiscal Affairs Committee was addressed during the business of Oklahoma State University, Connors State College, Langston University, and Northeastern Oklahoma A&M College.)

OPSU On-Call Construction Manager At Risk

Mr. Drake reported that the minutes have been reviewed regarding the initial selection of Wiley Hicks, Inc., as the on-call Construction Manager At Risk for projects on the Oklahoma Panhandle State University campus. He clarified that no limit was established. The way the projects have been handled is that anything under the \$35,000 purchase limit has been going through OSU Purchasing, and projects costing more than \$35,000 have been presented to the Board for approval. Essentially, the Board has been approving all projects over \$35,000, but there is no annual cap. He said the Board may want to consider the possibility of placing an annual cap on these projects. Chairman Helm noted that this would require a different Board request. Mr. Drake said based upon the action today, Dr. Bryant can proceed with the completion of the projects listed in the OPSU Agenda.

Appointment of Jessica Russell as Director, State Government Relations

Mr. Ramsey recommended the appointment of Jessica Russell for the position of Director, State Government Relations. He said he is hopeful all Regents have had the chance to visit with Ms. Russell. She came on staff a few weeks ago and has gotten off to a great start at the Capitol. She will be a real asset to the Board of Regents. Chairman Helm asked Ms. Russell to stand and be recognized. Mr. Ramsey requested Board action to approve the appointment and the terms of her employment.

Regent Lester moved and Regent Davis seconded to appoint Jessica Russell to the position of Director, State Government Relations, effective March 26, 2012, at an annual salary of \$80,000 and with an annual expense allowance of \$12,000.

April 13, 2012

Those voting aye: Board Members Davis, Hall, Helm, Lester, Link, Reese, Watkins, Anthony, and Burns. No: None. Abstentions: None. Absent: None. The motion carried.

Adjournment

At approximately 12:05 p.m., Regent Anthony moved and Regent Lester seconded that the meeting be adjourned.

Those voting aye: Board Members Hall, Helm, Lester, Link, Reese, Watkins, Anthony, Burns, and Davis. No: None. Abstentions: None. Absent: None. The motion was approved.

MEETING OF THE A & M BOARD OF REGENTS

April 13, 2012

Calcagno Family Ballroom
Bruce G. Carter Student Union
Northeastern Oklahoma A&M College
Miami, Oklahoma

ORDER OF BUSINESS

REGULAR MEETING OF THE BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

Secretary of State meeting notice was filed on September 12, 2011, and on March 21, 2012.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of February 24, 2012

DATES OF NEXT REGULAR MEETINGS

For **Information** Purposes Only:

June 15, 2012

-- Tulsa, Oklahoma -- Executive Board Room, Administration Building,
700 N. Greenwood Avenue, OSU-Tulsa

For **Consideration** of Approval:

July 27, 2012

-- Ardmore, Oklahoma -- First Floor Conference Room, OSU Institute
for Agricultural Biosciences, 3210 Sam Noble Parkway

BUSINESS WITH COLLEGES AND UNIVERSITIES

- | | |
|--|--------------------------------------|
| 1. Oklahoma State University | 4. Connors State College |
| 2. Oklahoma Panhandle State University | 5. Northeastern Oklahoma A&M College |
| 3. Langston University | |

COMMITTEE REPORTS

Academic Affairs, Policy and Personnel Committee
Fiscal Affairs and Plant Facilities Committee
Planning and Budgets Committee

OTHER BUSINESS OF THE BOARD OF REGENTS

Reports or recommendations by the Chief Executive Officer

- a. General Business
- b. General Counsel
- c. Director of Internal Audits

Agenda for the Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

DATE: April 13, 2012

TIME: Board will officially convene at 10:00 a.m.*

PLACE: Calcagno Family Ballroom, Bruce G. Carter Student Union, Northeastern Oklahoma A&M College, Miami, Oklahoma

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 12, 2011, AND MARCH 21, 2012.

Business:

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of February 24, 2012
- Approval of meeting on July 27, 2012
- Recognition of Regent Lou Watkins

OKLAHOMA STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
 - Opening comments
- Resolutions
 - Adoption of Memorial Resolution for Pat Hofler

* The Board will have breakfast on Friday, April 13, 2012, at 7:30 a.m. in the Blue & Gold Lounge of the Bruce G. Carter Student Union on the campus of Northeastern Oklahoma A&M College, Miami, Oklahoma, with NEO President Jeff Hale and OSU President V. Burns Hargis and possibly other OSU administrators for informal discussion. Various subjects may come up for discussion, but Presidents Hale and Hargis have indicated particular interest in the following subjects: recent activities/developments pertaining to legislative/governmental issues, matters affecting State funding, administrative issues, systemization, future staffing, capital projects including new construction and renovation, educational programs, student matters, athletics, external relations, budget matters, fund raising, student recruitment and retention, and Board communications. The Board may also receive from the Chief Executive Officer announcements of general information and interest, information on Board administrative operations, and information about recent and upcoming meetings and discussions. A lunch is scheduled for approximately 12:00 p.m. in the Blue & Gold Lounge of the Bruce G. Carter Student Union on the Northeastern Oklahoma A&M College campus.

--Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

Ratification of interim approval of position description and announcement for position of Vice President of Academic Affairs, OSU Institute of Technology

Approval of position announcement and description for Vice President for Student Services, OSU-OKC

--Instructional Programs

Approval of proposed new degrees and program modifications

--Other Business and Financial Matters

Submission of Capital Master Plan

Approval to rename the Student Health Services Clinic

Approval to enter into a purchase agreement for real property

Approval to accept an assignment of a purchase agreement for real property

--Contractual Agreements (other than construction and renovation)

Approval of changes to deferred compensation retirement plans

--New Construction or Renovation of Facilities

Approval to select an Architect to assist the University in the design and construction of a parking garage on the north campus, OSU-OKC

Approval to select a Construction Manager At Risk to assist the University in the design and construction of a parking garage on the north campus, OSU-OKC

Approval to begin the consultant selection process for an Architect to assist the University in the design and construction of a new residence hall

Approval to begin the consultant selection process for a Construction Manager At Risk to assist the University in the design and construction of a new residence hall

Approval to begin the consultant selection process for an Engineering Consultant to assist the University in the design and construction of a new track facility

Approval to begin the consultant selection process for a Construction Manager At Risk to assist the University in the design and construction of a new track facility

--Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)

--Student Services/Activities

Approval of rate changes for University Dining Services meal plans

Approval of changes in residential life housing rates for 2012-2013

--New Business Unforeseen At Time Agenda Was Posted

--Other Informational Matters Not Requiring Action of the Board at this Meeting

OKLAHOMA PANHANDLE STATE UNIVERSITY

--General Information/Reports Requiring No Action By the Board

--Resolutions

Approval of Memorial Resolution for Scott Richard Puryear

--Policy and Operational Procedures

Approval of Tobacco Free Policy

--Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

--New Construction or Renovation of Facilities

Approval to increase prior emergency approval to Lowery Plumbing for repairs to the Noble Activity Center Swimming Pool

Approval to contract with Wiley Hicks, Jr., Inc., Construction Manager at Risk, for various projects

--Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)

--New Business Unforeseen At Time Agenda Was Posted

--Other Informational Matters Not Requiring Action of the Board at this Meeting

Hosting of “Key Ingredients” Panhandle Foods reception

Preview of Ken Burns’ Dust Bowl documentary

OPSU’s Student Oklahoma Education Association Chapter being named Outstanding Chapter of the Year

President’s Update newsletter

Out-of-state travel summary

FTE Employee Report

LANGSTON UNIVERSITY

--General Information/Reports Requiring No Action By the Board

FTE Employee Report

--Policy and Operational Procedures

Approval of Tobacco-Free Campus policy

--Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
Approval to accept continuation grants from the United States Department of Education
- Other Business and Financial Matters
Approval to sell surplus property by way of property auction or sealed bid
Approval to explore potential real estate sites to purchase
- Contractual Agreements (other than construction and renovation)
Approval to enter into affiliation agreement with facility for the training of Nursing & Health Administration students
- New Construction or Renovation of Facilities
Approval to select a Construction Manager At Risk firm to manage the construction of the Langston University Police Department
Approval to renovate restrooms in Page Hall and the University Women Building
Approval to install a sprinkler system in the John Montgomery-Multi Purpose Building
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- Student Services/Activities
Ratification of interim approval to enter into an agreement with Perry Publishing and Broadcasting, Inc., to provide the 2012 Spring Fest Concert and week-long activities
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
Out-of-state travel summaries

CONNORS STATE COLLEGE

- General Information/Reports Requiring No Action By the Board
Remarks by President Faltyn
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
Ratification of interim approval to appoint Shirley Twilley as Vice President for Fiscal Services
- Contractual Agreements (other than construction and renovation)
Approval to enter into a Jurisdictional Agreement between Connors State College and Warner Police Department to provide mutual aid and law enforcement
- New Construction or Renovation of Facilities
Approval to demolish faculty houses, faculty duplex, two office annexes, and a water treatment facility

- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Update on year-end concert
 - Out-of-state travel summaries
 - FTE Employee Report
 - Livestock sales report
 - Veterinary payments report

NORTHEASTERN OKLAHOMA A&M COLLEGE

- General Information/Reports Requiring No Action By the Board
 - Remarks by President Hale
 - NEO Update
 - Commencement
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
 - Ratification of interim approval of job description and minimum required qualifications and authorization to initiate the search process for position of Vice President for Fiscal Affairs
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
 - Approval of revision of the FY12 E&G Budget, Part I
- Contractual Agreements (other than construction and renovation)
 - Approval to continue contract with Cable-One for cable television services
 - Approval of extension of prior maintenance agreement with Addtronics for the SmartCard system
 - Approval to enter into an agreement with Higher One, Inc., to provide student refunds on debit cards
- New Construction or Renovation of Facilities
 - Approval to begin the process to design and construct a wetlands along Tar Creek on the southeast side of the campus
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel summary
 - FTE Employee report

PUBLIC COMMENTS

- Fifteen minutes will be provided to receive comments if there are representatives of the general public interested in addressing the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

COMMITTEE REPORTS

- Consider other possible actions based upon reports or recommendations by various Committees of the Board of Regents.

Fiscal Affairs Committee

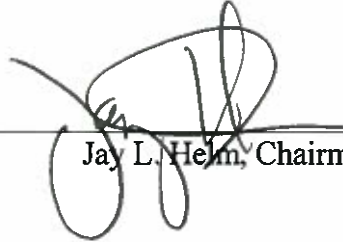
OTHER BOARD OF REGENTS' BUSINESS

- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, reclassification, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- Other Business Matters Requiring Action of the Board
Approval to change effective date of President-Elect Kent Smith's term as President of Langston University
- Reports/comments/recommendations by Chief Executive Officer
- Reports/comments/recommendations by General Counsel
- Reports/comments/recommendations by Director of Internal Audits
- New Business Unforeseen At Time Agenda Was Posted

April 13, 2012

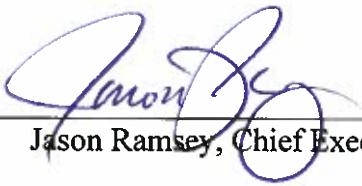
BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES

By: _____



Jay L. Helm, Chairman

ATTEST:



Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents of the Oklahoma Agricultural and Mechanical Colleges on June 15, 2012.



Cheryl Williams, Secretary