

# MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL  
COLLEGES

for the

SEPTEMBER 14, 2012

Regular Board Meeting

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

September 14, 2012

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES, SEPTEMBER 14, 2012

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 12, 2011 AND AUGUST 1, 2012.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in The Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma, on September 14, 2012.

Those present: Mr. Andy Lester, Chairman; Mr. Tucker Link, Vice Chairman; Mr. Calvin J. Anthony; Mr. Douglas E. Burns; Mr. Rick Davis, Mr. Joe D. Hall; and Mrs. Lou Watkins.

Absent: Mr. Jay L. Helm and Mr. Jim Reese.

Others present: Mr. Jason Ramsey, Chief Executive Officer; Mr. Robert White, Health and Higher Education Policy Analyst; Ms. Jessica Russell, Director, State Government Relations; Mr. Charles E. Drake, General Counsel; Mr. Cecil F. Strande, Director of Internal Audits; Ms. Linda Novak, 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 10:05 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE COLLEGES  
MEETING OF SEPTEMBER 14, 2012

Order of Business

Regent Watkins moved and Regent Burns seconded to approve the Order of Business as presented.

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

September 14, 2012

Approval of Minutes

Regent Anthony moved and Regent Watkins seconded to approve the minutes of the July 27, 2012, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Approval of Future Board Meetings

Chairman Lester announced that the next regular meeting of the Board of Regents is scheduled to convene on October 26, 2012, on the CSC/NSU Campus, 2400 West Shawnee, Muskogee, Oklahoma. In addition, a meeting is scheduled to convene on November 30, 2012, in the Scholars Inn Clubhouse, Langston University, Langston, Oklahoma. Chairman Lester asked for a motion to confirm this meeting.

Regent Link moved and Regent Hall seconded to approve the meeting scheduled for November 30, 2012, in the Scholars Inn Clubhouse, Langston University, Langston, Oklahoma.

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

Approval of Schedule of Regular Meetings, Calendar Year of 2013

Chairman Lester said included in the Board folder is a listing of potential meeting dates for the 2013 calendar year. This information was earlier circulated to the Board members by CEO Jason Ramsey. A motion would be in order to approve the Schedule of Regular Meetings, Calendar Year of 2013. (A copy of the meeting schedule is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Regent Link moved and Regent Anthony seconded to approve the Schedule of Regular Meetings, Calendar Year of 2013 as presented.

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

September 14, 2012

Opening Comments by Chairman Lester

Chairman Lester said he wanted to update the Board on activities that have occurred since the last Board meeting. He said he, the CEO, and some members of the Board staff have visited several of the A&M campuses. He said they have all been successful visits, although the visit to NEO had to be shortened somewhat. Chairman Lester said it has been a great experience for him, and he believes it is important to visit the campuses on an in-depth basis to learn more about the institutions.

Chairman Lester said visits have been made to Oklahoma Panhandle State University, Connors State College, Langston University, and Northeastern Oklahoma A&M College. He said his visit of the OSU-Stillwater campus will be accomplished in parts as opposed to simply spending one day on campus. Also, prior to the last Board meeting, he and the staff visited the Tulsa campuses of Oklahoma State University.

Chairman Lester said one thing that has been fascinating to him has been to learn about the support for these campuses from each of the communities. Additionally, it has been gratifying to feel the excitement that exists on the campuses and the excellent works each one is accomplishing. For example, when visiting the Langston campus he learned that Langston has some really incredible professors and students involved in groundbreaking research tied to the land grant mission of the University. He said it was fascinating to learn what they are doing, and to listen to the students and professors and seeing their excitement and enthusiasm was rewarding. He said the students made some rather remarkable presentations regarding their research and how they are partnering with not only their colleagues on campus but across the country.

Chairman Lester said a highlight of the OPSU visit was a meeting with the community leaders and hearing how important OPSU is to Goodwell and Guymon as well as the entire Panhandle. Again, Chairman Lester said he was very impressed with the work Dr. Bryant has done at OPSU to bring the community into the fold. Regarding the visit to Connors, Chairman Lester said he was able to visit the Port Campus and could see where the new Nursing and Allied Health Facility will be located. Again, it was good to see the partnerships Dr. Faltyn is creating there and how important it is to all of those communities that are affected.

Chairman Lester said, unfortunately, his trip to NEO had to be cut short because he became ill not too long after he arrived. He said he did get to see the renovated Kah-Ne Hall, and it is an impressive facility. He looks forward to rescheduling that visit. Chairman Lester said a visit is planned to the OSUIT campus in Okmulgee in the near future. He said if the Regents are having a difficult time getting in touch with the CEO, it is because he has somewhat monopolized his time over the last several weeks. However, he said he is pleased to report that the campuses appear to be doing very well.

***OSU/A&M BOARD OF REGENTS  
SCHEDULE OF REGULAR MEETINGS  
CALENDAR YEAR OF 2013***

| <u>DATE</u>       | <u>TIME</u> | <u>LOCATION OF MEETING</u>  |
|-------------------|-------------|---|
| January 25, 2013  | 10:00 a.m.  | Okmulgee, Oklahoma, - State Room, Hospitality Services Building, OSU Institute of Technology-Okmulgee |
| March 1, 2013     | 10:00 a.m.  | Stillwater, Oklahoma – The Council Room, 412 Student Union, Oklahoma State University                 |
| April 26, 2013    | 10:00 a.m.  | Goodwell, Oklahoma – Ballroom, Student Union, Oklahoma Panhandle State University                     |
| June 21, 2013     | 10:00 a.m.  | Tulsa, Oklahoma - Executive Board Room, Administration Building, 700 N. Greenwood Ave., OSU-Tulsa     |
| September 6, 2013 | 10:00 a.m.  | Miami, Oklahoma – Calcagno Family Ballroom, Student Union, Northeastern Oklahoma A&M College          |
| October 25, 2013  | 10:00 a.m.  | Stillwater, Oklahoma – The Council Room, 412 Student Union, Oklahoma State University                 |
| December 6, 2013  | 10:00 a.m.  | Langston, Oklahoma – Scholars Inn Clubhouse, Langston University                                      |



September 14, 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.

Dr. Bryant said he would like to thank President Hargis and his staff for the outstanding hospitality. He said the dinner and the presentations last evening were exceptional. It was a lot of fun and very educational.

Dr. Bryant reported on the fall enrollment and said the preliminary figures reported to the Oklahoma State Regents for Higher Education include 1,382 students enrolled taking a total of 18,386 credit hours, which is the third highest enrollment in the last decade; however, this represents an approximate 6 percent decrease from last fall's all-time record enrollment. The decrease was anticipated due in part to a decrease in student carry-over from spring to fall. He said OPSU conferred 24 percent more degrees in the last academic year than it did in 2008. The campus housing was at capacity again this year, and the improvements that were made over the summer have enhanced the quality as well as the number of units available to the students.

Items of information presented by Dr. Bryant included an OPSU golfer being named a Cleveland Golf/Srixon All-American Scholar by the Golf Coaches Association of America; the OPSU Women's Basketball Team being honored as the 2012 NCAA Division II Statistical Three-Point Champion; and the OPSU Women's Volleyball Team receiving The American Volleyball Coaches Association Team Academic Award for the third consecutive year.

Personnel Actions

Dr. Bryant reviewed the personnel actions listed in the Agenda and requested their approval.

Regent Burns moved and Regent Davis seconded to approve the personnel actions as listed in the OPSU Agenda.

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

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

OKLAHOMA PANHANDLE STATE UNIVERSITY  
Goodwell, Oklahoma

September 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

The preliminary fall enrollment reported to the Oklahoma State Regents for Higher Education includes 1,382 students enrolled taking a total of 18,386 credits hours, the third highest in the last decade and an approximate six percent decrease from last fall's all-time record.

We anticipated our enrollment would decrease this fall, due in part to less continuing student carryover from spring to fall. We conferred 24 percent more degrees in the last academic year than we did in 2008.

Campus housing is at capacity again this year and several improvements over the summer have enhanced the quality and the number of units available to students.

Part B---Resolutions

None

Part C---Policy and Operational Procedures

None

Part D---Personnel Actions

Board approval is requested for the following personnel actions for FY 2013:

1. The hiring of Charles Terry as head women's basketball coach and assistant athletic director at a 12 month salary of \$68,224 with the additional compensation of a Faculty Row house (\$4,426 per year) (see attached press release).
2. An addition of \$2,500 to the base salary of Mike Stephens, head volleyball coach, in recognition of the volleyball team receiving the American Volleyball Coaches Association academic award three years in a row. This would bring Coach Stephen's total salary to \$37,860 (see attached press release).

3. The addition of director of human resources duties to the job description of Dana Collins, currently insurance coordinator/payroll clerk, for the additional compensation of \$20,000/year, bringing her total annual salary to \$66,000 (effective November 1, 2012).
4. An addition of \$3,500 to the Upward Bound salary of Teri Mora in recognition of the grant renewal for five years bringing her Upward Bound salary to \$48,490; and her total annual salary as Upward Bound director and Hispanic Services coordinator to \$94,190.

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

None

Part J---Purchase Requests

None

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 Golfer Trent Combs was named a Cleveland Golf/Srixon All-American Scholar by the Golf Coaches Association of America.
2. The OPSU Women's Basketball team was honored as the 2012 NCAA Division II Statistical Three-Point Champion averaging 12.7 three-point field goals per game.
3. The OPSU Women's Volleyball Team received The American Volleyball Coaches Association Team Academic Award for 2011-2012 for the third year in a row.
4. The August President's Update is attached.
5. The July/August 2012 Summary of Out-of-State Travel is attached.

Respectfully submitted,



David A. Bryant  
President



## OKLAHOMA PANHANDLE STATE UNIVERSITY

Campus Communications/Sports Information

Laura Nelson, Director

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### Charles Terry to Head Women's Basketball Program

—By Laura Nelson on 08/03/2012



*Charles Terry, shown here in 2003, returns to OPSU as head coach of the women's basketball team.—OPSU file photo*

*Goodwell, Okla.—Oklahoma Panhandle State University welcomes Charles Terry back to campus as he returns to coach the Aggie women's basketball team. The appointment is pending approval by the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.*

Fans may remember Terry when he coached the Aggie men's basketball team from 2000 through the spring of 2003, posting a 36-44 total win/loss record while here. He left to take over as head coach at Lincoln Univ. and from there went to East Central. He will also put his experience in program operations and management, budget development, and personnel management to use as assistant athletics director.

Athletic director Wayne Stewart said, "I am very pleased to see Charles Terry return to the coaching staff of OPSU. I look forward to a great season of Aggie basketball with Charles leading our women's team. Welcome home, Charles!"

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## OKLAHOMA PANHANDLE STATE UNIVERSITY

Campus Communications/Sports Information

Laura Nelson, Director

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## OPSU Volleyball Three-peats Academic Award

By Laura Nelson on 07/25/2012

*Goodwell, Okla.*—College students who also participate in athletics during their careers must balance their passion for their sport while maintaining demanding academic standards and the members of the volleyball team at Oklahoma Panhandle State Univ. uphold an even higher standard.

For the third consecutive year, the women earned the prestigious American Volleyball Coaches Association Team Academic award for the 2011-2012 school year.

In order to qualify for the award, the team must earn a minimum of a cumulative 3.30 grade point average based on a 4.0 scale.

In the public announcement of the qualifying teams, AVCA Executive Director Kathy DeBoer said, "Many coaches tell us they take more pride in and hear more positive feedback about winning the AVCA Team Academic Award than anything else they do all year. While it is undeniable that the sport we coach is zero-sum on the scoreboard, it is a tool for empowerment on other fronts. The 533 coaches whose teams won this academic award understand the value of both playing to win and winning through play. A well-deserved congratulations to each team and coach!" The AVCA honors all collegiate division and high school teams across the U.S.

Congratulations to head coach Mike Stephens and his team. Aggie volleyball gets underway this season with the Aggie Challenge tournament set for Aug. 31 and Sep. 1 on the OPSU campus.

###

# President's Update

A monthly newsletter from the Office of the President

August 2012

## Campus Events

- Aug. 15 First day of class
- Aug. 31- Aggies Challenge Volleyball
- Sep. 1 Tournament
- Sep. 3 OPSU closed (Labor Day, no classes/offices closed)
- Sep. 7 2012 Aggie Hall of Fame Banquet
- Sep. 8 Clock tower re-dedication
- Sep. 8 Aggie football home opener vs. Lindenwood, 7:00 p.m. kick-off

## OPSU Budget News

The 4% temporary stipend that employees received last year has now been annualized. Please discuss any questions you have with your supervisor. Tuition and mandatory fees increased by 5.9% to offset mandatory cost increases and to help maintain and enhance faculty and staff resources in light of enrollment increases. The allocation from the legislature remains the same as last year.

**EMS Degree Option Available** this fall for students interested in obtaining certification to become qualified, licensed emergency medical personnel. After completing the Emergency Medical Technician-Basic course, students test through the national registry, and then complete the balance of the coursework to complete an Associate's of Applied Science in Technology degree. Those who complete all of the requirements can be certified as paramedics. This program was approved by the Oklahoma State Regents for Higher Education in June.

**Congratulations to Robert Etbauer**, OPSU's assistant rodeo coach! He was inducted into the Pro Rodeo Hall of Fame 2012 class. Robert, a two-time national saddle bronc riding champion and brother Billy, a five-time gold buckle winner, traveled to rodeos together with their brother Danny and OPSU's head rodeo coach, **Craig Latham**. The induction ceremony was held July 14, 2012 in Colorado Springs.

The **Clock Tower/Carillon Re-dedication** and tailgate party will be held on the Plaza prior to the Aggie football game Saturday, September 8 from 5:30-6:30 p.m. All are welcome to come and celebrate.

The **Upward Bound Program** is a federally funded educational program that provides academic support for participating students to find success in high school and prepare them for pursuits in higher education. This summer, Texas County had 39 students enrolled in the five-week program at OPSU. The theme of this year's program was "Do It Yourself" and the program consisted of well-rounded courses ranging from English grammar to weight lifting. Campers also took part in performance art classes, community service and completed their experience with a bus trip around the state of Oklahoma.

For the third consecutive year, the women of the **Aggie volleyball team** earned the prestigious American Volleyball Coaches Association Team Academic award for the 2011-2012 school year. They set a fine example for student athletes and have proven their ability to balance their passion for their sport while maintaining high academic standards.

**OPSU golfer Trent Combs** was named a Cleveland/Srixon All-America Scholar by the Golf Coaches Association of America. Combs is one of only 52 NCAA Division II student athletes across the U.S. to earn the honor this year.

**Gov. Mary Fallin** signed an executive order banning all tobacco use on state property, and in August, OPSU will begin educating the campus community about the law through the use of signs and printed material and will also offer resources for those who wish to quit using tobacco. In the fall, only warnings will be issued. Tickets, similar to campus parking citations, will be issued beginning in the spring for flagrant violations.

## Personnel Changes

Please welcome the following new employees as you see them on campus.

## Academics

The School of Education welcomes **Dr. Christia Roach** of Texhoma as the new Field Placement Director. **Shelly Worm**, an OPSU graduate from Boise City, will serve as an Instructor of Education.

**David Cole** is returning to OPSU from Baton Rouge, La. as Assistant Professor of Political Science for the School of Liberal Arts. Leading the band, OPSU graduate **Charla Lewis** will take over as Instructor of Music. Also new to the Music department is **Dr. JiSook Park**, Accompanist and Visiting Instructor of Music.

## Admissions

**Layne Greeson**, a 2012 OPSU graduate, will now be recruiting new students for his alma mater in the High School and Community Relations office. Layne is from Liberal, Kan.

## Athletics

Head Football Coach **Russell Gaskamp** has completed hiring his staff. **Lucas Peters** will lead the offensive side of the ball as Offensive Coordinator, and will also coach quarterbacks and running backs. **Eric Marty** will assist with wide receivers. Defensively, **Jesse Thompson** has moved up as the Defensive Coordinator and Defensive Backs Coach. **Devin McDonald** will assist with the defensive line. Oklahoma native **Anthony Randle** will complete the staff as the Aggies' Special Teams Coordinator and Linebackers Coach. Also added to the coaching staff are student assistants **Sean Livengood** and **Kyle Gurss**.

**Meghan Mulcahy** has taken over as Head Softball Coach for the Aggies and will also serve as Senior Women's Administrator as well as HPER Instructor. **Brett Young** will be joining the Aggie Baseball staff as the new hitting coach. The search continues for an assistant baseball coach and an assistant softball coach.

OPSU is pleased to welcome **Charles Terry** back to campus. He will take over as the Head Women's Basketball Coach. Terry coached the Aggie men's basketball team from 2000-2003 and is most recently coming from Lincoln Univ.

Coach Stephens hired **Tiana McCowan** from Dallas, Texas as Assistant Volleyball Coach.

The Athletic Training staff has added

**Antony Frierdich** as Assistant Athletic Trainer. Antony is from Lebanon, Ill.

## Campus Communications

With the added duty of Sports Information Director, **Laura Nelson** has brought **Justine Gaskamp** on as her Executive Assistant. Justine originates from New Braunfels, Texas and is the wife of Coach Russell Gaskamp.

## Financial Aid

The Financial Aid Office has gained two new employees. **Molly Rice**, an OPSU graduate from Guymon, will serve as Administrative Assistant, and **Stephanie Taylor**, also of Guymon, has moved from Administrative Assistant to Financial Aid Counselor.

## Housing

**Destyni Traylor** and **Rantz Traylor** have been chosen as Field Hall Directors for the upcoming school year. The couple was married in May and they are both full-time students. Destyni is on the Aggie Softball Team and Rantz is a member of the Aggie Football Team.

## McKee Library

Students, staff and faculty will be seeing a new face in the Library. **Bonnie Maille** has joined the staff as the new Library Technical Assistant. Bonnie's husband, **Patrick**, also works for OPSU as Assistant Professor of History.

## Water Quality Laboratory

You might remember **Melody Gum**, who previously worked in the OPSU Bookstore. She now works as the Administrative Assistant for the Water Lab. She will also be assisting with some minor lab tech activities.

**Happy Retirement to Cheryl Aspaugh**, Director of Payroll and Personnel at Oklahoma Panhandle State University. After more than 26 years of service, Cheryl was honored at a retirement reception on July 31 held in the Marvin E. McKee Library lobby. Best wishes to Cheryl and her family.

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**David A. Bryant, President**



OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

July- August 2012  
MONTH

| FUND<br>SOURCE | FY13               |                    | FY12                |                    | FY13               |                    | FY12               |                    |
|----------------|--------------------|--------------------|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                | TRAVEL THIS MONTH  |                    | CORRESPONDING MONTH |                    | TRAVEL THIS YEAR   |                    | CORRESPONDING YEAR |                    |
|                | NUMBER<br>OF TRIPS | AMOUNT<br>EXPENDED | NUMBER<br>OF TRIPS  | AMOUNT<br>EXPENDED | NUMBER<br>OF TRIPS | AMOUNT<br>EXPENDED | NUMBER<br>OF TRIPS | AMOUNT<br>EXPENDED |
| REVOLVING      |                    |                    |                     |                    |                    |                    |                    |                    |
| ST APPRO       | 25                 | \$ 10,863.45       | 6                   | \$ 2,220.95        | 25                 | \$ 10,863.45       | 6                  | \$ 2,220.95        |
| FEDERAL        |                    |                    | 1                   | \$ 389.67          |                    |                    | 1                  | \$ 389.67          |
| PRIVATE        |                    |                    |                     |                    |                    |                    |                    |                    |
| AUXILIARY      | 4                  | \$ 1,774.34        | 1                   | \$ 701.24          | 4                  | \$ 1,774.34        | 1                  | \$ 701.24          |
| OTHER          |                    | \$ -               |                     | \$ -               |                    |                    |                    | \$ -               |
| TOTAL          | 29                 | \$ 12,637.79       | 8                   | \$ 3,311.86        | 29                 | \$ 12,637.79       | 8                  | \$ 3,311.86        |

September 14, 2012

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Tim Faltyn, President; Dr. Ron Ramming, Vice President for Academic Affairs; 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.

Dr. Faltyn expressed appreciation to Burns and Ann Hargis for the dinner last evening. He commented on the beautiful room in which the Regents are meeting in the newly renovated Student Union. He said it is a great space for students.

Dr. Faltyn referenced the *Connors Connection* regarding the report that Connors and the Muskogee Foundation have combined resources to develop the Muskogee Difference Healthcare Scholarship, which will provide students residing within the City of Muskogee who are studying nursing or allied health with full tuition, fees, and books. It also highlights Chairman Lester's visit to the Connors State College campus; the initiation of a Faculty and Staff Giving Campaign; and the establishment of the Connors State College Athletic Hall of Fame, in which the first class will be inducted on October 6.

Dr. Faltyn referenced the back cover of the publication, which features Cassie Mitchell, a world champion Para-athlete. She is from Warner and is a graduate of Oklahoma State University. Dr. Faltyn said Dr. Mitchell has been in London the last two weeks competing at the 2012 Paralympics. She competed in three events and finished fourth in all three events.

Awarding of Posthumous Degree

Dr. Faltyn said at the July Board meeting he reported that he had just learned that a student and employee of the College had been the victim of domestic violence. He requested approval to award a posthumous degree to Melinda Sue Shatto during the May, 2013, commencement. He said Ms. Shatto was a great student, and she worked in Dr. Ramming's area. Dr. Faltyn said the incident has brought an awareness of domestic violence to the campus to the point that the entire baseball team chose as one of its community projects to participate in the Men Against Women's Violence Walk.

ADA Handbook

Dr. Faltyn presented a revised Connors State College ADA Handbook and requested Board approval. He noted that the document has been reviewed by Legal Counsel. (The revised Connors State College ADA Handbook is on file in the Board of Regents' Office as Document No. 2-9-14-12.) He said he promised the Board about a year ago that the administration would systematically go through and update all of its policies.

Personnel Actions

Dr. Faltyn presented the personnel actions for the Board's consideration. He said all three actions represent replacement positions.

Regent Anthony moved and Regent Link seconded to approve the personnel actions as listed in the Connors Agenda.

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

Acceptance of Real Property

Dr. Faltyn requested Board approval to authorize Connors State College to accept a donation of a section of unimproved land located at the intersection of Interstate 40 and Oklahoma Highway 2 in Warner, Oklahoma. The purpose of the land will be to post signage. The City has partnered with Connors, and it will be a 50/50 split on the construction of the signage. The estimated value of this property is \$12,000.

Campus Master Plan 2025

Dr. Faltyn presented the Campus Master Plan 2025 and requested approval. He said the Plan will be submitted to the Oklahoma State Regents for Higher Education. (The Campus Master Plan 2025 is on file in the Board of Regents' Office as Document No. 3-9-14-12.) He said Long Range and Facilities Planning of OSU helped the Connors administration with the development of the plan by conducting an honest assessment of the current conditions and code restrictions.

Regent Burns moved and Regent Hall seconded to approve the Campus Master Plan 2025 as presented and authorization to submit the document to the Oklahoma State Regents for Higher Education.

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

Naming of President's Home

Dr. Faltyn requested approval to dedicate and name the President's Home in honor of President Emeritus Carl O. Westbrook. He said the home will be dedicated and named Westbrook House

in a ceremony on October 25, 2012, when the Regents are in Warner. He said Dr. Westbrook was President at the time the home was built and was the first President to live in the home.

Regent Hall moved and Regent Link seconded to approve the dedication and naming of the President's Home in honor of President Emeritus Carl O. Westbrook as presented.

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

Approval to Begin Consultant Selection Process for a Construction Manager At Risk to Assist in the Design and Construction of Renovations to the A. D. Stone Student Union Building

Dr. Faltyn said the request to begin the consultant selection process for a Construction Manager At Risk regarding the design and construction of renovations to the A. D. Stone Student Union Building was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Davis said the Fiscal Affairs Committee met with the administration of Connors State College regarding this request. He said the project had been discussed and unanimously approved by the Connors State College Student Government Association as its No. 1 priority. Regent Davis said in view of the renovations to the student unions at OSU, Langston, and NEO, it is evident how vital such facilities are to the campuses. He said the Committee acted to recommend Board approval to begin the selection process.

Regent Davis moved and Regent Anthony seconded to authorize Connors State College to begin the selection process for a Construction Manager At Risk to assist the College in the design and construction of renovations to the A. D. Stone Student Union Building on the CSC Warner Campus as presented.

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

Approval to Begin Consultant Selection Process for an Architect and a Construction Manager at Risk to Assist Connors State College in the Design and Construction of a New Nursing and Allied Health Building

Dr. Faltyn requested permission to begin the selection process for an Architect and a Construction Manager At Risk to assist the College in the design and construction of a new Nursing and Allied Health Building to house laboratories, classrooms, student services, and

faculty offices. He said these items (I.2. and I.3.) were discussed with members of the Fiscal Affairs Committee.

Regent Davis said the Committee met with the administration of Connors State College to begin the selection processes for an Architect and a Construction Manager At Risk for the project. The funding will be provided from Connors State College reserves and other legally available funds. The Committee acted to recommend Board approval of the administrative requests as presented.

Regent Davis moved and Regent Hall seconded to authorize Connors State College to begin the selection processes for an Architect and a Construction Manager At Risk to assist the College in the design and construction of a new Nursing and Allied Health Building to house laboratories, classrooms, student services, and faculty offices as presented.

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

#### 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 Anthony, Burns, Davis, Hall, Lester, Link, and Watkins. No: None. Abstentions: None. Absent: Helm and Reese. The motion carried.

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

# CONNORS STATE COLLEGE

Warner, Oklahoma

September 14, 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*
- *Enrollment Update*

**B. RESOLUTIONS:**

None

**C. POLICY AND OPERATIONAL PROCEDURES:**

1. **Awarding of Posthumous Degree**

Connors State College is requesting approval of an Associate of Arts (AA) degree in General Studies to be presented posthumously to Melinda Sue Shatto. Ms. Shatto was a student in good standing, a well-respected individual, and was within 6 hours of completing her degree when she died unexpectedly. Connors State College would like to present the degree to her family at its May 2013, graduation program.

2. **ADA Handbook**

Approval is requested for the revised Connors State College ADA Handbook (see attached). **This document has been reviewed by Legal Council.**

**D. PERSONNEL ACTIONS:**

1. **Approval is requested for the following personnel actions:**

| <u>Employee</u>   | <u>Position</u>   | <u>Salary</u> | <u>Effective</u> | <u>Assign.</u> | <u>Explanation</u> |
|-------------------|-------------------|---------------|------------------|----------------|--------------------|
| Cathy Monholland  | Instr./Humanities | \$39,500      | 08/01/12         | 9 Mo.          | Replacement        |
| Angela Martindale | Instr./Nursing    | \$40,675      | 08/01/12         | 10 Mo.         | Replacement        |
| Katie Gulley      | Instr./Nursing    | \$39,875      | 08/01/12         | 10 Mo.         | Replacement        |

E. **INSTRUCTIONAL PROGRAMS:**

None

F. **BUDGETARY ACTIONS:**

None

G. **OTHER BUSINESS AND FINANCIAL MATTERS:**

1. **Acceptance of Real Property**

Connors State College requests authorization to accept a donation of a 10 foot by 16 foot section of unimproved land located at the intersection of Interstate 40 and Oklahoma Highway 2 in Warner, Oklahoma for the purposes of maintaining signage welcoming students and the community to Connors State College and the Town of Warner (see attached map). The estimated value of the land is \$12,000.00. The legal description is as follows:

A tract of land situated in the NW 1/4 of Section 33, Township 12 North, Range 19 East of the Indian Base and Meridian, Muskogee County, Oklahoma, more particularly described as follows:  
Commencing at the NW Corner of said NW 1/4 of Section 33; thence S01°25'33"E along the West line of said NW 1/4 a distance of 755.51 feet to a point on the Northerly Right-of-Way of I-40; thence N57°04'27"E along said Northerly Right-of-Way a distance of 735.90 feet to the Point of Beginning; thence N57°04'27"E along said Northerly Right-of-Way a distance of 16.00 feet to a point on the Westerly Right-of-Way of State Highway #2; thence on a curve to the right along said Westerly Right-of-Way with a chord which bears N29°05'34"W a chord length of 10.02 feet, a radius of 8774.37 feet and an arc length of 10.02 feet; thence S57°04'27"W parallel to said Northerly Right-of-Way a distance of 16.67 feet; thence S32°55'33"E a distance of 10.00 feet to the Point of Beginning.

**This transaction has been reviewed by Legal Counsel.**

2. **Campus Master Plan**

Approval is requested for the Campus Master Plan 2025 that will be submitted to the Oklahoma State Regents for Higher Education (see enclosed document).

3. **Change in Building Function**

Authorization is requested to change the function of Holloway Hall to accommodate a student learning space, security office, professional office space and a temporary space for the Warner campus bookstore. Holloway Hall was originally built as a dormitory in 1928, but was changed in 1979 to accommodate use as office space, an art studio and the campus bookstore before becoming vacant in early 2004.

4. **Naming of President's Home**

Approval is requested to dedicate and name the President's Home in honor of President Emeritus Carl O. Westbrook. The home will be dedicated and named Westbrook House in a ceremony on October 25, 2012.

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

None

**I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:**

**1. Approval to Begin Consultant Selection Process for a Construction Manager At Risk to Assist Connors State College in the Design and Construction of Renovations to the A. D. Stone Student Union Building**

Board approval is requested to begin the selection process for a Construction Manager At Risk to assist the College in the design and construction of renovations to the Student Union building on the CSC Warner Campus. The renovated and expanded building will provide for Dining; Student Government and Activities; Ballroom and Convention; and Meeting and Conference (support materials attached).

Funding for the work through the schematic design phase will be provided by CSC reserves. Further funding will come from student union fees, CSC reserves and other legal available funds. The initial work will provide schematic design and cost estimates for the project.

The Student Union renovation will consist of approximately 31,850 square feet in an existing one-story building on the Warner campus that will include kitchen, cafeteria, ballroom, student lounge, meeting rooms, student activity office space, computer lab, and restrooms. The renovation will be phased in to allow the Union to remain operational during construction.

The current Student Union is outdated and has not had major renovations since the building was constructed in 1962. The mechanical functionality, food service venues, kitchen, student social spaces and community meeting spaces are in dire need of modernization. Such renovations will aid in student recruitment/retention efforts as well as provide much needed community gathering space that will afford the College modest revenue opportunities.

The project has been discussed and unanimously approved for recommendation by the Connors State College Student Government Association as the #1 priority for the Connors State Administration to address.

The solicitation and screening procedures will follow Board guidelines for consultant selection and the Board will be notified of committee meetings and interviews. A recommendation for the selection of a Construction Manager At Risk will be presented to the Board at a future meeting.

It is expected that associated architectural services will be provided by OSU Long Range Facilities Planning.

President Tim Faltyn, CSC, Nigel Jones and Mike Buchert, OSU Long Range Facilities Planning, are coordinating the project.



2. **Approval to Begin Consultant Selection Process for an Architect to Assist Connors State College in the Design and Construction of a New Nursing and Allied Health Building**

Board approval is requested to begin the selection process for an Architect to assist the College in the design and construction of a new Nursing and Allied Health Building to house laboratories, classrooms, student services, and faculty offices. The new facility will be located on the CSC Three Rivers Port Campus in Muskogee (support materials attached).

Funding for the work through the schematic design phase will be provided by CSC reserves. Further funding will come from a combination of donations, CSC reserves and other legal available funds. The initial work will provide schematic design and cost estimates for the project.

Strategically, Connors State College needs additional classroom space to accommodate the current Muskogee student population as well as to meet the needs of the future growth of the College in Muskogee. This project specifically meets the need to accommodate and provide an opportunity to expand Nursing education, the largest degree major at Connors State, and a flagship program for CSC. Constructing a Nursing and Allied Health facility will provide state of the art educational facilities for Pre-Nursing and Nursing students, and accommodate the projected growth associated with the additional Allied Health degrees currently being offered, as well as those being proposed.

The Nursing and Allied Health facility would be located on land available at the CSC Three Rivers Port Campus. The addition of an Allied Health facility on the Port Campus will allow Connors to partner with ICTC and provide essential work ready Nursing and Allied Health professionals to eastern Oklahoma. Connors plans to significantly increase the number of both Nursing and Allied Health students in the next five years and cannot accommodate the planned growth with the current facilities. A portion of the building will provide a needed student study and activity space for CSC students in Muskogee.

The solicitation and screening procedures will follow Board guidelines for consultant selection and the Board will be notified of committee meetings and interviews. A recommendation for the selection of an Architect will be presented to the Board at a future meeting.

President Tim Faltyn, CSC, Nigel Jones and Mike Buchert, OSU Long Range Facilities Planning, are coordinating the project.

3. **Approval to Begin Consultant Selection Process for a Construction Manager At Risk to Assist Connors State College in the Design and Construction of a New Nursing and Allied Health Building**

Board approval is requested to begin the selection process for a Construction Manager At Risk to assist Connors in the design and construction of a new Nursing and Allied Health Building to house laboratories, classrooms, student services, and faculty offices. The new facility will be located on the CSC Three Rivers Port Campus in Muskogee.

Funding for the work through the schematic design phase will be provided by CSC reserves. Further funding will likely come from a combination of donations, CSC reserves and other legal available funds. The initial work will provide schematic design and cost estimates for the project.

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The solicitation and screening procedures will follow Board guidelines for consultant selection and the Board will be notified of committee meetings and interviews. A recommendation for the selection of a Construction Manager At Risk will be presented to the Board at a future meeting.

President Tim Faltyn, CSC, Nigel Jones and Mike Buchert, OSU Long Range Facilities Planning, are coordinating the project.

**J. PURCHASE REQUESTS:**

**1. OneNet Warranty**

Authorization is requested to purchase the annual warranty for the College's Cisco networking equipment from Chickasaw Telecom (State Contract C070015) in the amount of \$36,549.

**2. ID Card Installation**

Authorization is requested to increase the previously approved estimated amount for purchase of a student ID card system with installation from \$80,000 to \$126,000. The increased amount allows Connors to have enhanced security measures for all three campuses, provides access control for our buildings, and enhanced online services for our students.

**K. STUDENT SERVICES/ACTIVITIES:**

None

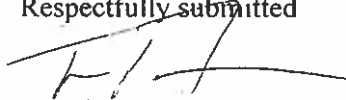
**L. NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED:**

None

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

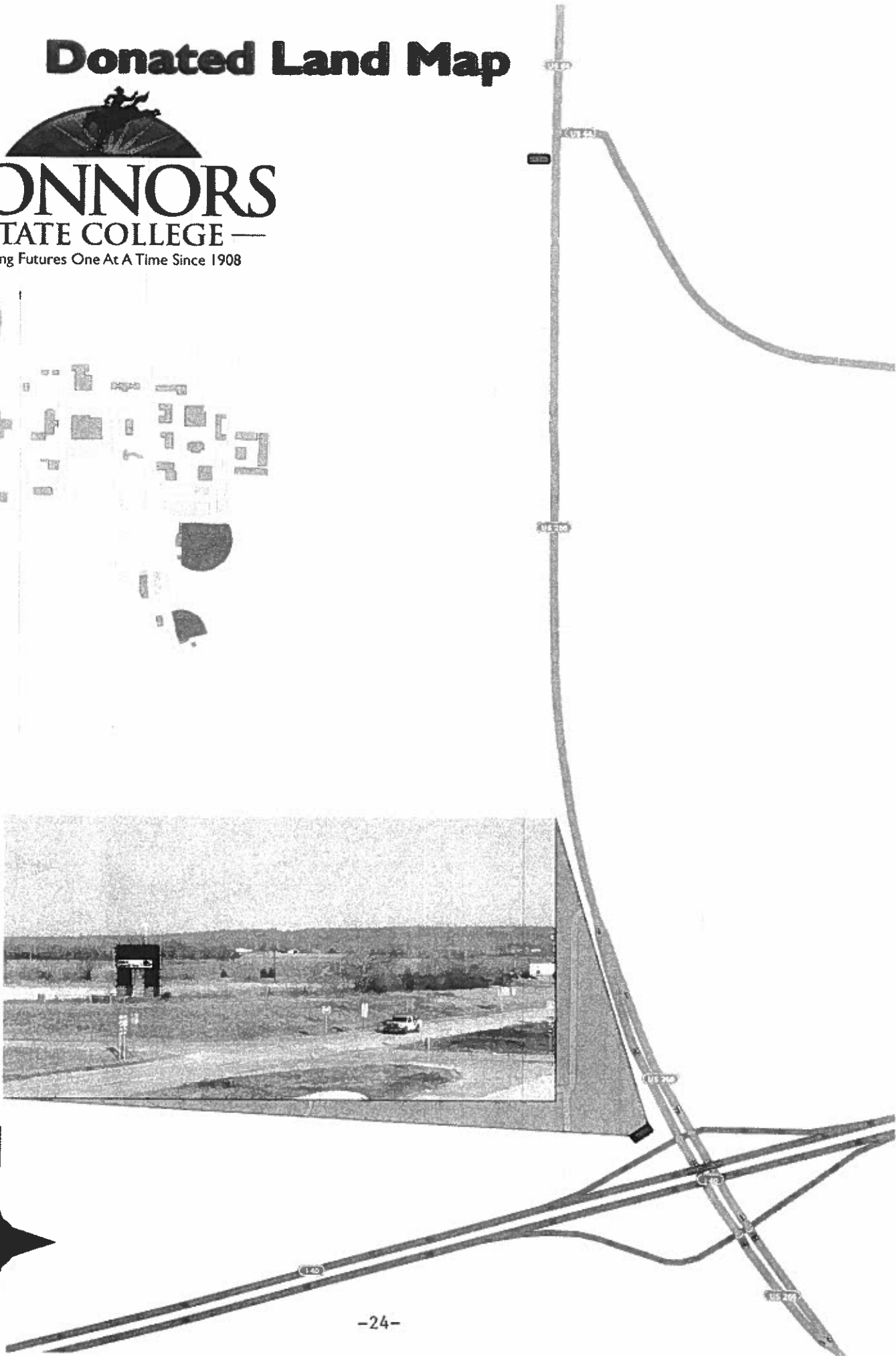
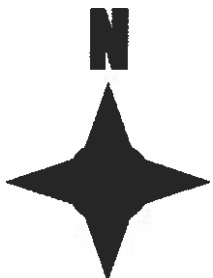
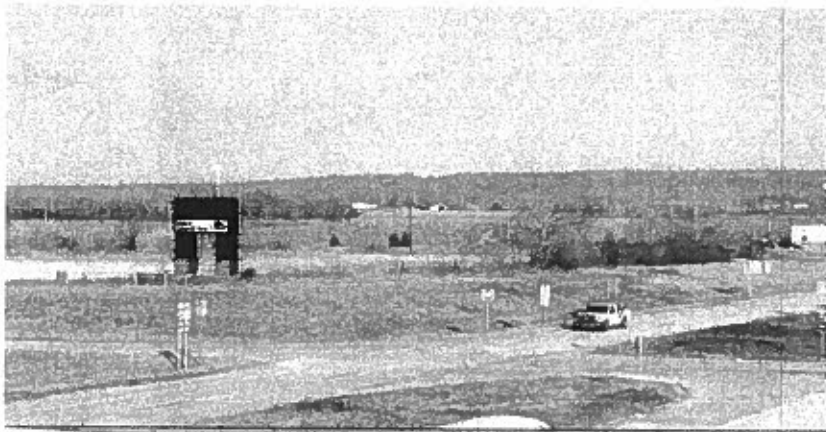
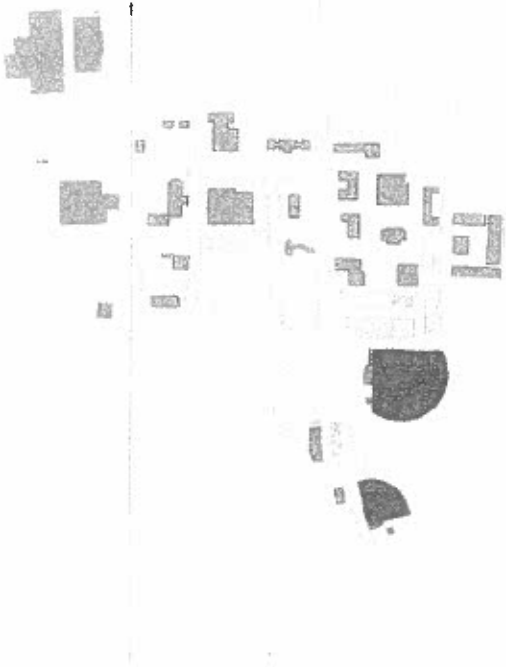
1. *Out-of-State Travel Reports for July and August, 2012, attached.*

Respectfully submitted

A handwritten signature in black ink, appearing to read 'T. Faltyn', written over a horizontal line.

Dr. Tim Faltyn  
President

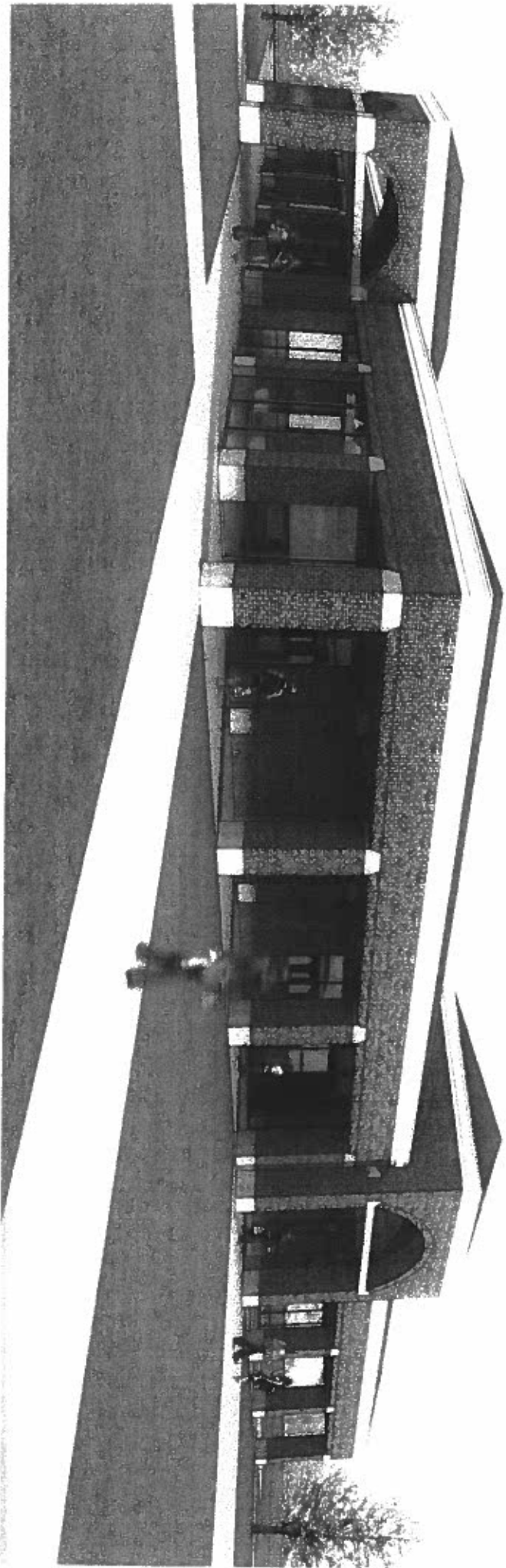
# Donated Land Map





**CONNORS**  
STATE COLLEGE

CONSTRUCTION AND DESIGN SERVICES



## EXISTING BUILDING

The Student Union facility on the Connors State College campus is an integral part of the collegiate experience for students, faculty and staff. As a hub of interaction and gathering, the current building is home to dining services, the campus bookstore, and a student lounge. The building has fallen into disrepair and neglect and is in dire need of renovation and expansion to better serve the Connors community.

## CONCEPTUAL DESIGN

The proposed new Student Union design expands the facility to the east and the west to add nearly 7,600 square feet of necessary and desired space to better serve current and future campus needs. A new dining room and student organization office are envisaged as well as room for meeting spaces, conference rooms, and a ballroom for larger community functions and events. The current facility also houses the bookstore which will move from the existing space into a new location elsewhere on campus. The design also proposes an architectural style that better blends in with the collegiate context of Connors: Neo-Georgian. The renovation and expansion of the Student Union would dramatically improve the campus core, making Connors State College one of the most recognized colleges in the state.

### EXISTING BUILDING

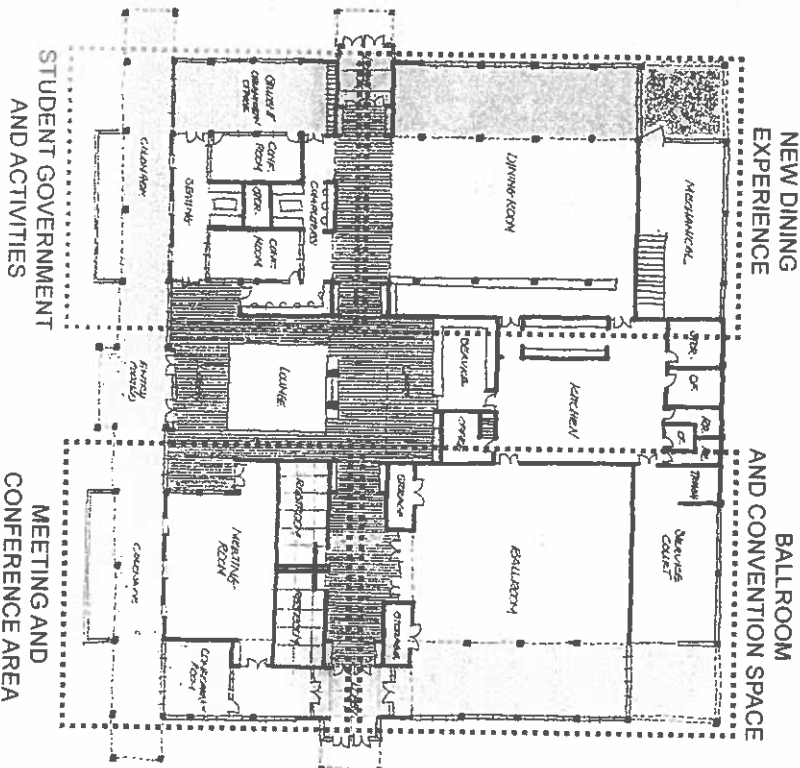
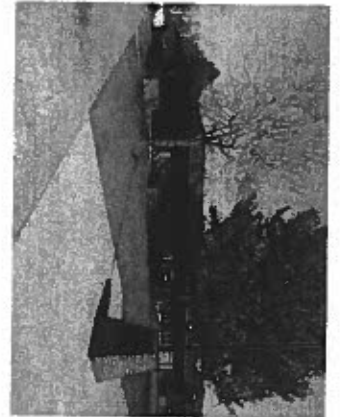
Existing Square footage: 23,950 square feet  
Amenities: Bookstore, Lounge, Dining, Game room

### NEW PROPOSED EXPANSION

New Square footage total: 7,600 square feet  
Amenities: New Dining, Computer Lab, Ballroom

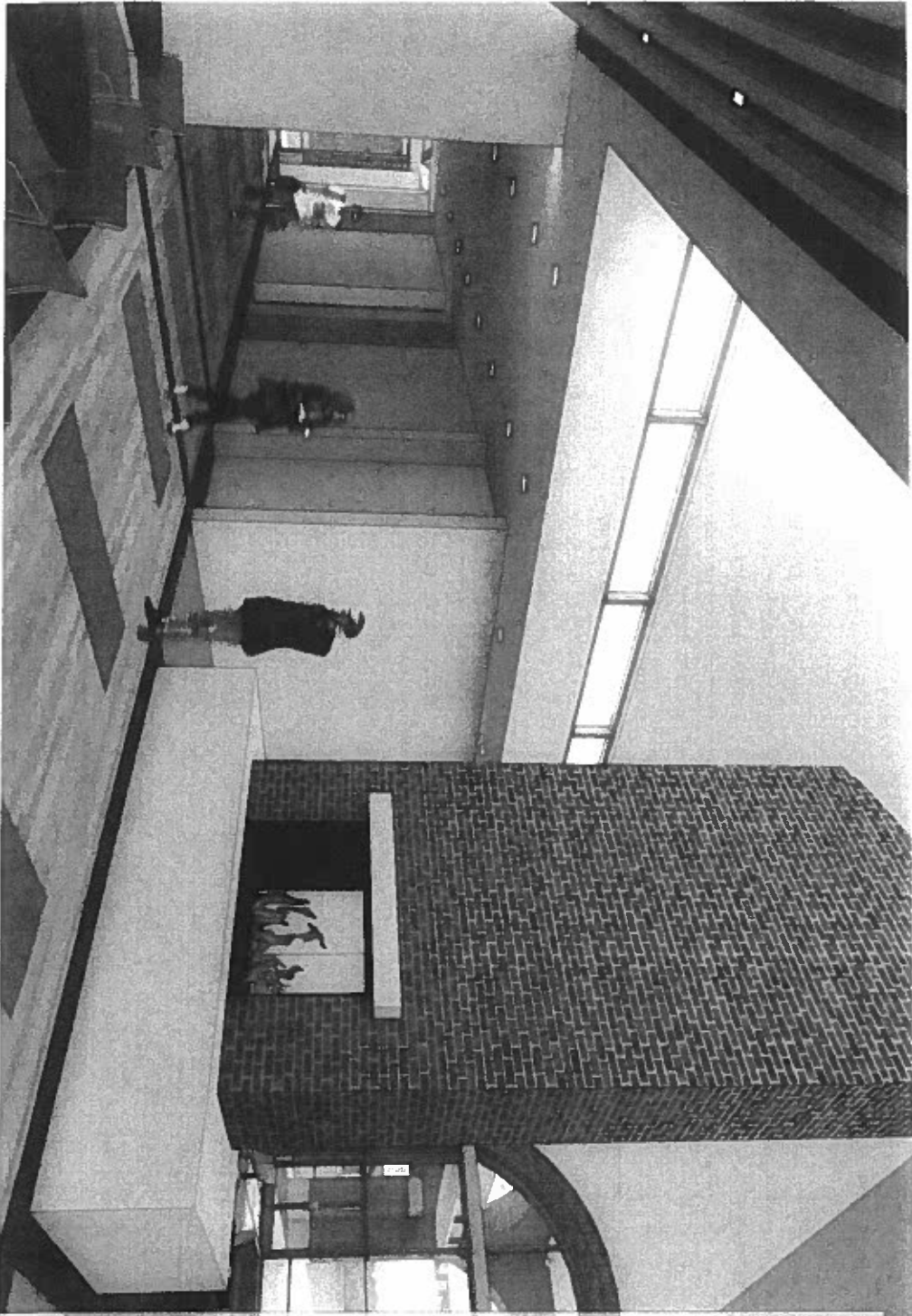
**ESTIMATED RENOVATION AND EXPANSION COST**  
**\$ 6 million**

< exterior rendering / view looking northwest



<sup>a</sup> conceptual plan / proposed expansion  
= proposed expansion

**STUDENT UNION NEW MAIN ENTRY**



**-NEW STUDENT GOVERNMENT OFFICES, CONFERENCE SPACE AND BALLROOM FOR LARGER EVENTS ON CAMPUS**

**-ENHANCED DINING ROOM EXPERIENCE**

**-DESIGN WOULD COMPLIMENT EXISTING CAMPUS ARCHITECTURE**

**THE NEW STUDENT UNION**

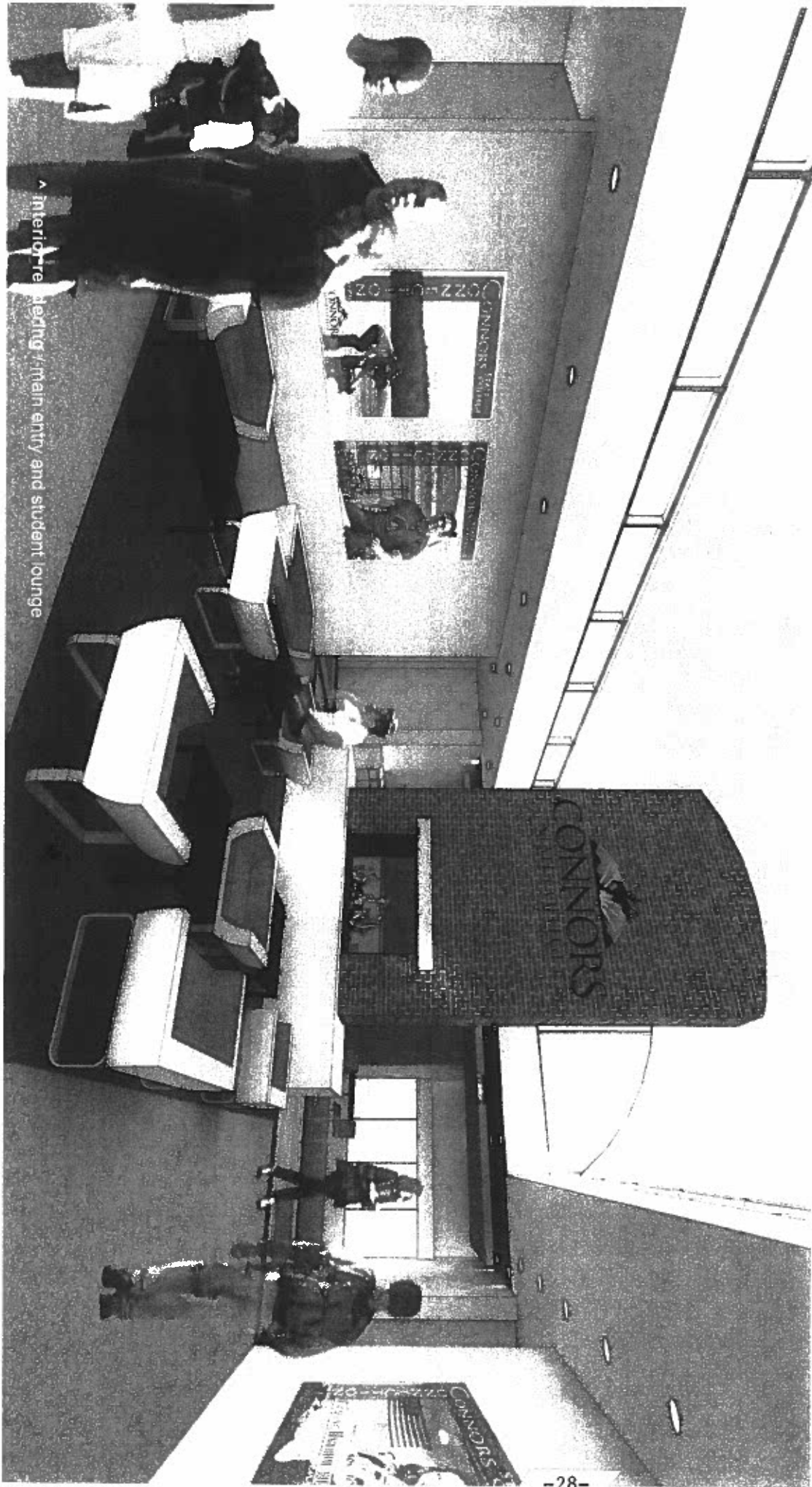
**- NEW CAMPUS "LIVING ROOM"**

**- DESIGN CREATES A MORE WELCOMING ENVIRONMENT FOR STUDENTS, TEACHERS AND FACULTY**

**- VIBRANT CAMPUS IMAGE**



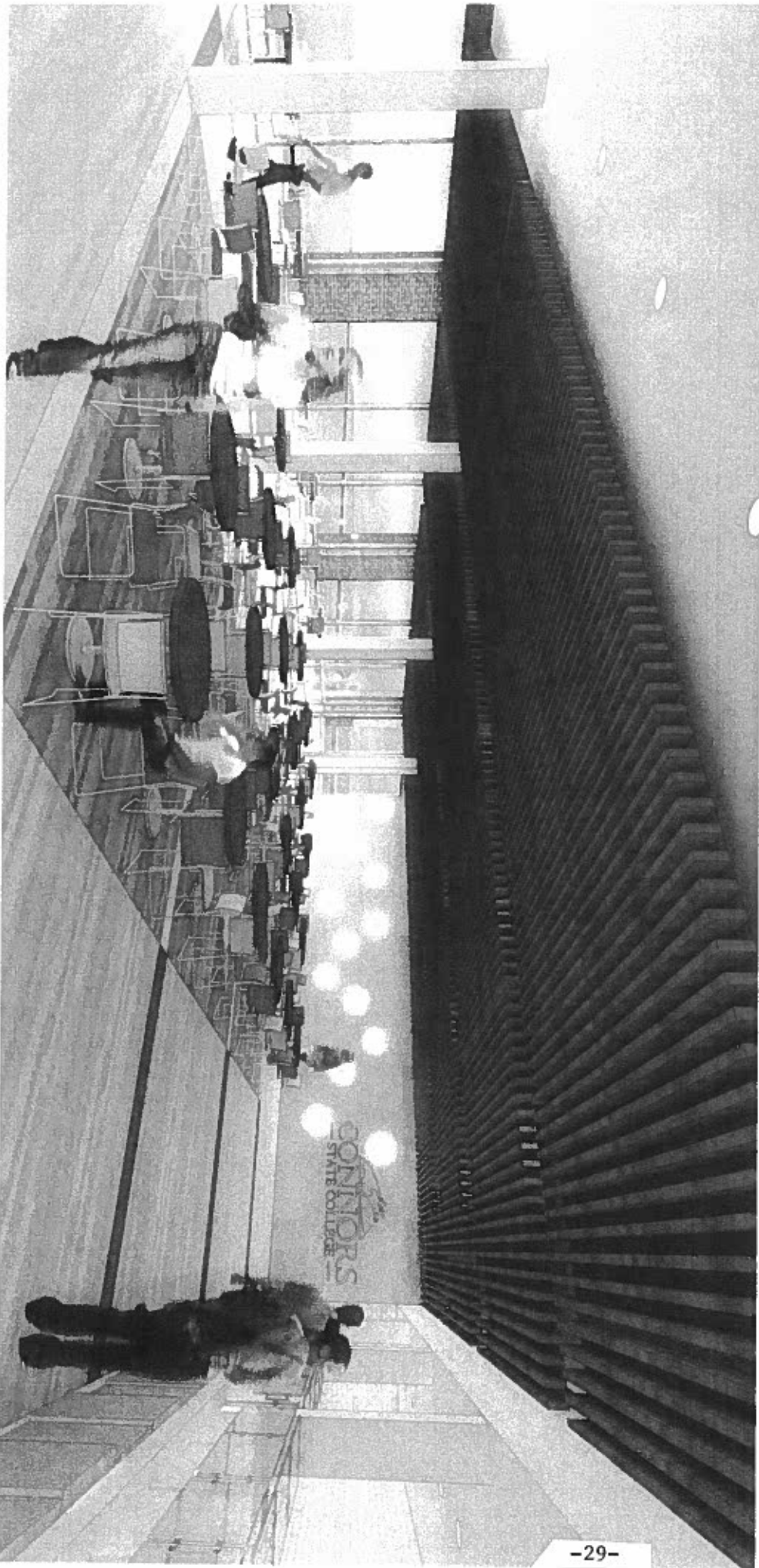
MAIN ENTRY / STUDENT LOUNGE



Interior rendering / main entry and student lounge

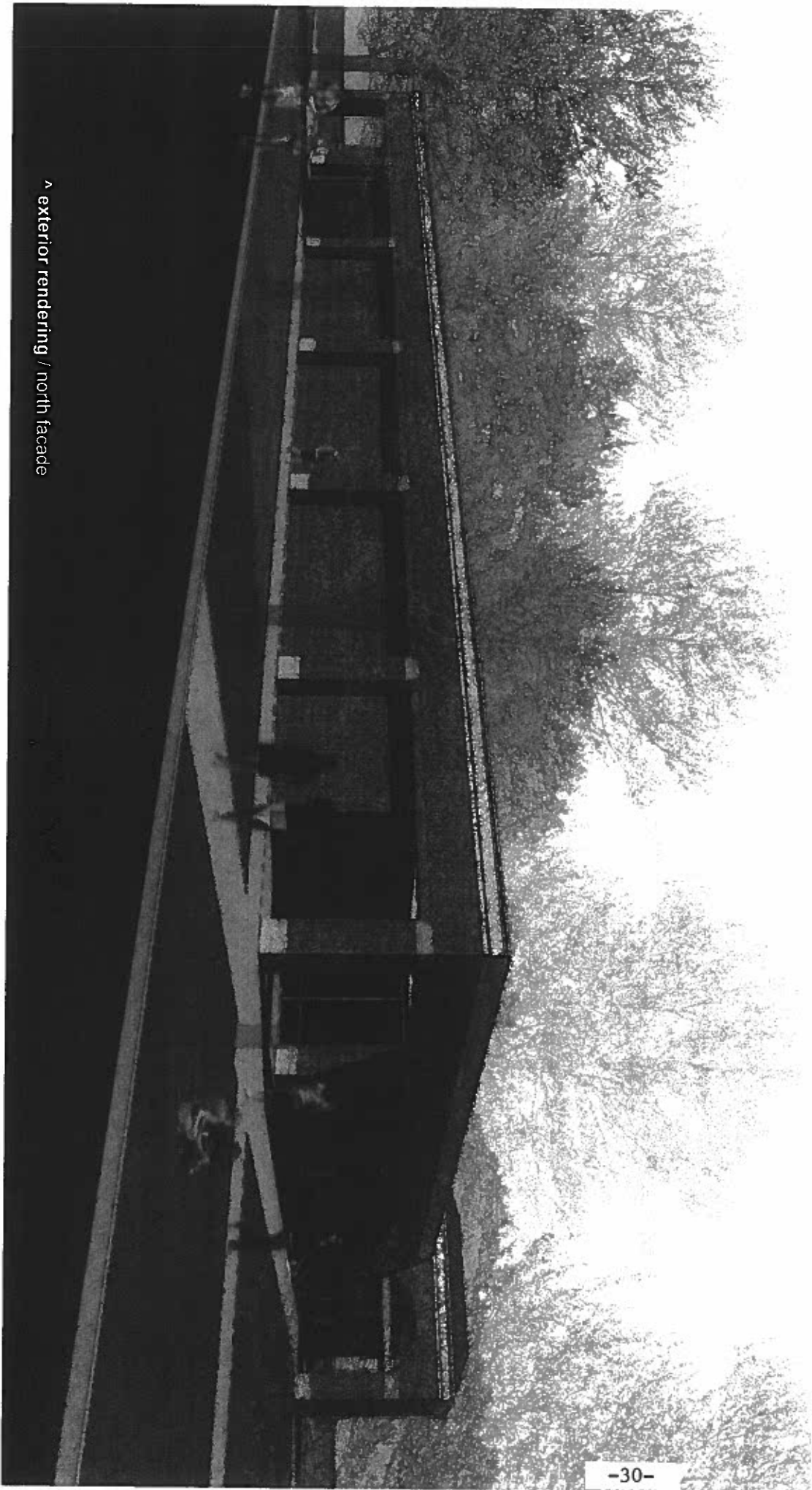


DINING FACILITY



**STUDENT UNION / VIEW TO THE SOUTHEAST**

---



^ exterior rendering / north facade

# L R F P

LONG RANGE FACILITIES PLANNING  
OKLAHOMA STATE UNIVERSITY  
506 SCOTT HALL  
STILLWATER, OKLAHOMA 74078-8059

T: 405-744-1020  
F: 405-744-1070  
E: [SCOTT.GOODNER@OKSTATE.EDU](mailto:SCOTT.GOODNER@OKSTATE.EDU)





**CONNORS STATE COLLEGE  
E & G REVENUES & EXPENDITURES**

| Function                   | FY2012            | FY2013            | \$ Change     | % Change    |
|----------------------------|-------------------|-------------------|---------------|-------------|
|                            | Budget            | Budget            |               |             |
| State Appropriated Revenue | 6,680,531         | 6,769,919         | 89,388        | 1.3%        |
| Tuition & Fees             | 5,079,025         | 5,121,078         | 42,053        | 0.8%        |
| Other Income               | 585,143           | 465,516           | (119,627)     | -20.4%      |
| <b>Totals</b>              | <b>12,344,699</b> | <b>12,356,513</b> | <b>11,814</b> | <b>0.1%</b> |

| Function                         | FY2012            | FY2013            | \$ Change      | % Change    |
|----------------------------------|-------------------|-------------------|----------------|-------------|
|                                  | Budget            | Budget            |                |             |
| Instruction                      | 4,526,320         | 4,465,960         | (60,360)       | -1.3%       |
| Academic Support                 | 1,411,970         | 1,522,255         | 110,285        | 7.8%        |
| Student Services                 | 1,720,651         | 1,823,286         | 102,635        | 6.0%        |
| Institutional Support            | 1,901,232         | 1,927,244         | 26,012         | 1.4%        |
| Operation & Maintenance of Plant | 2,456,159         | 2,690,144         | 233,985        | 9.5%        |
| Scholarships & Fellowships       | 610,322           | 754,822           | 144,500        | 23.7%       |
| <b>Totals</b>                    | <b>12,626,654</b> | <b>13,183,711</b> | <b>557,057</b> | <b>4.4%</b> |

Net Increase (Decrease) in Fund Balance

|                  |                  |
|------------------|------------------|
| <b>(281,955)</b> | <b>(827,198)</b> |
|------------------|------------------|

Budgeted in FY13 for approved one time campus improvements

Student Union Fees are \$10 per credit Hour, projected revenue in FY2013 is \$523,000.



**CONNORS STATE COLLEGE  
RESERVE CALCULATION**

**E & G RESERVE CALCULATION**

E&G Expenses Budgeted for Fiscal Year 2013

13,183,711

Estimated Auxiliary Fund Balance as of June 30, 2012

3,670,000

Est. E&G Fund Balance as of June 30, 2012

6,380,000

Budgeted Auxiliary Expenses for FY13

5,590,387

Reserve Calculation Estimates:

48.4%

Estimated Reserve

66%

Reserve @8% of E&G Expenses

1,054,697

Reserve @10% of E&G Expenses

1,318,371

Reserve @14% of E&G Expenses

1,977,557

3,670,000  
(865,035)

Estimated amount to defease revenue bond  
Estimated Auxiliary Fund Balance after defeasance

2,804,965

Est. E&G Fund Balance June 30, 2012

6,380,000

Estimated Reserve after Defeasance

50%

Keeping 14% of E&G Expenses in reserves

(1,977,557)

One time campus improvements budgeted in FY13

(827,198)

Available Fund Balance

3,575,245



**CONNORS STATE COLLEGE  
DEBT BURDEN AS OF JUNE 30, 2012**

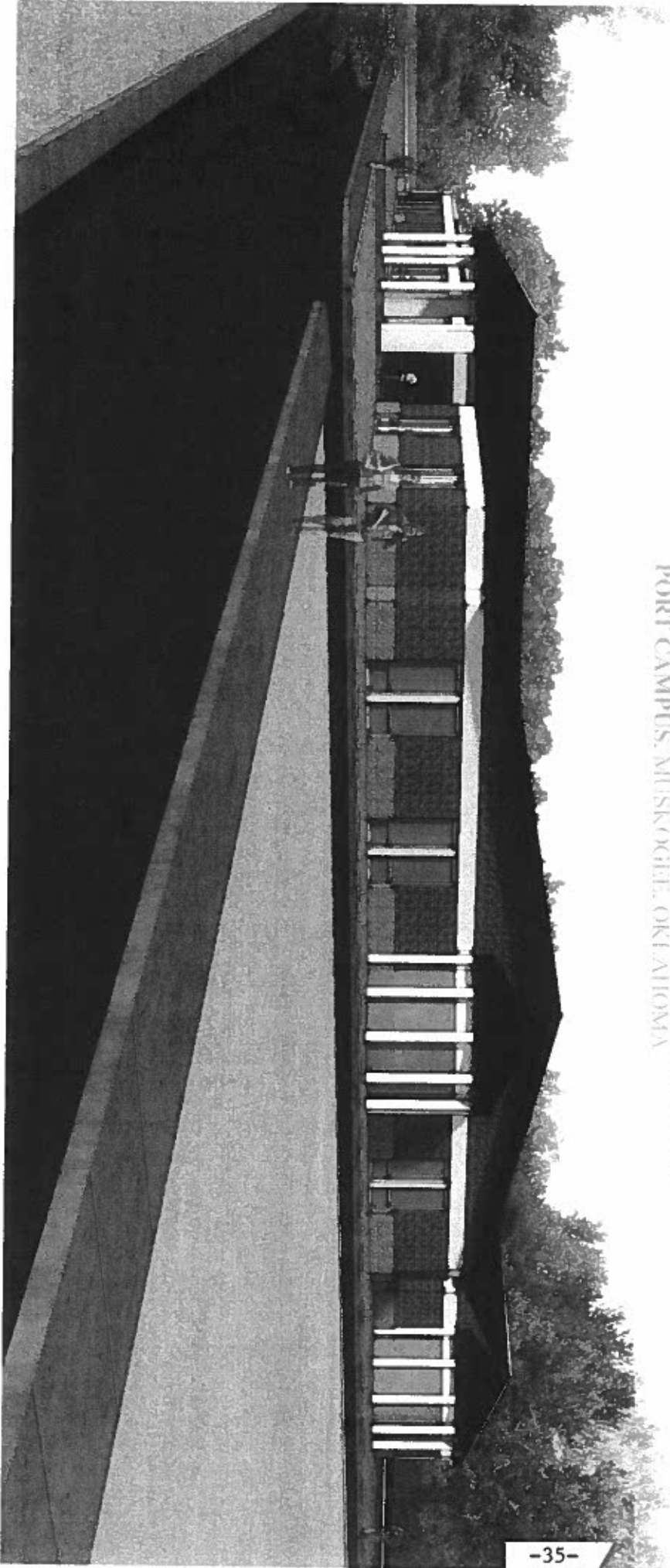
|  | <u>Total Debt as of June 30, 2012</u> | <u>Debt Service in FY2013</u> |
|--|---------------------------------------|-------------------------------|
| Campus Improvements/Energy Retrofit for Campus | 979,000                               | 108,789 Section 13 Offset     |
| Wastewater Connection to Town of Warner        | 646,000                               | 68,230 Section 13 Offset      |
| Miller's Crossing Apartment Complex            | 8,165,000                             | 589,231 Housing Revenue       |
|  | 9,790,000                             | 766,250                       |

|  |                   |                                   |
|--|-------------------|-----------------------------------|
| <b>Proposed Student Union Construction***</b>  | <b>5,000,000</b>  | <b>375,000 Student Union Fees</b> |
| <b>Proposed Nursing &amp; Allied Health***</b> | <b>6,000,000</b>  | <b>450,000 Available Funds</b>    |
| <b>***assuming 4.5% over 20years</b>           | <b>20,790,000</b> | <b>1,591,250</b>                  |

|                                       |            |                                      |
|---------------------------------------|------------|--------------------------------------|
| Operating Expense (E&G and Auxiliary) | 18,632,498 | 18,632,498                           |
| Principal Payments                    | 439,000    | 1,264,000                            |
|                                       | 19,071,498 | 19,896,498                           |
| <br>Debt Burden Ratio                 | <br>4.0%   | <br>8.0%                             |
|                                       | Current    | After Construction of two facilities |



**NURSING AND ALLIED HEALTH FACILITY**  
PORT CAMPUS, MUSKOGEE, OKLAHOMA

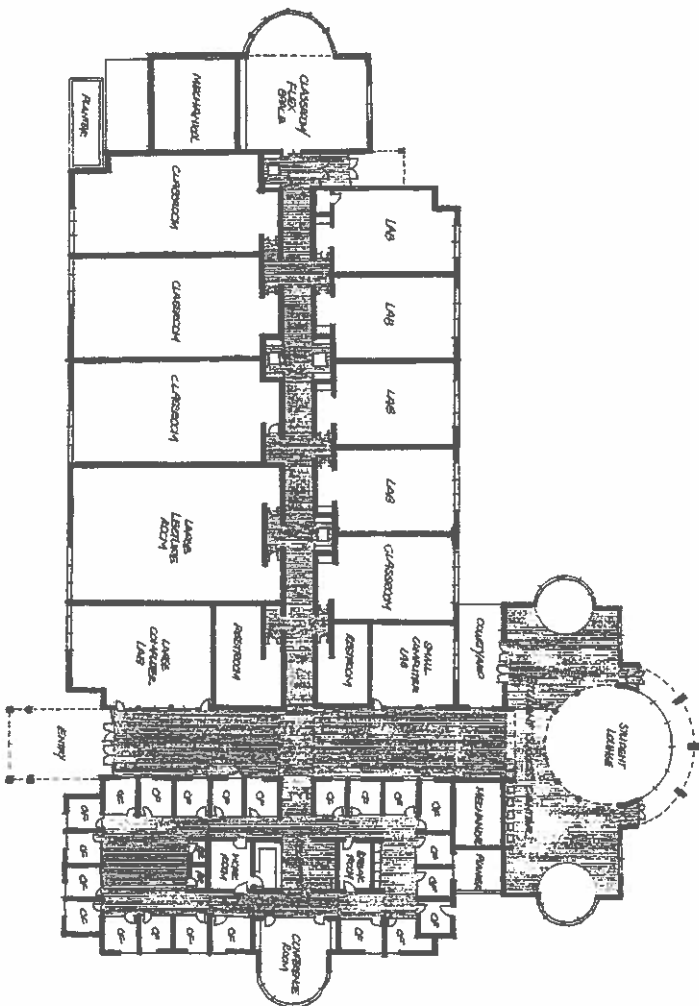


## THREE RIVERS PORT CAMPUS MUSKOGEE, OKLAHOMA

The Connors State College Three Rivers Port Campus is located on the east side of Muskogee just north of Indian Capital Technology Center. The Port Campus was opened for classes in 1996, after Connors State College acquired 42 acres of land in 1994. The 28,500 square foot facility is host to classroom space, five distance education classrooms and science labs for both day and evening classes. This branch campus was crucial to the growth of Connors State College and has developed into a mutually beneficial service relationship between the college and the community of Muskogee.

### CONCEPTUAL DESIGN

The new Nursing and Allied Health Facility will compliment shared programs with Indian Capital Technology Center, locate a flagship program in a state of the art facility and provide much needed student space. The proposed design would continue to invest in the relationship between Connors State College and the community of Muskogee. The new facility would be situated to the east of the current Science Building on the Three Rivers Port Campus in Muskogee, Oklahoma. Boasting new classroom, laboratories and office space - the facility would also host a new campus Student Success Center and two computer laboratories. The design compliments the existing campus architecture through the use of similar materiality and formal vocabulary. Overall, the new facility would help develop the Port Campus as a vital environment for the students, staff and faculty.



### NEW PROPOSED FACILITY

New Square footage total: 33,000 square feet

Amenities: New Lab, Classroom, and Office Space

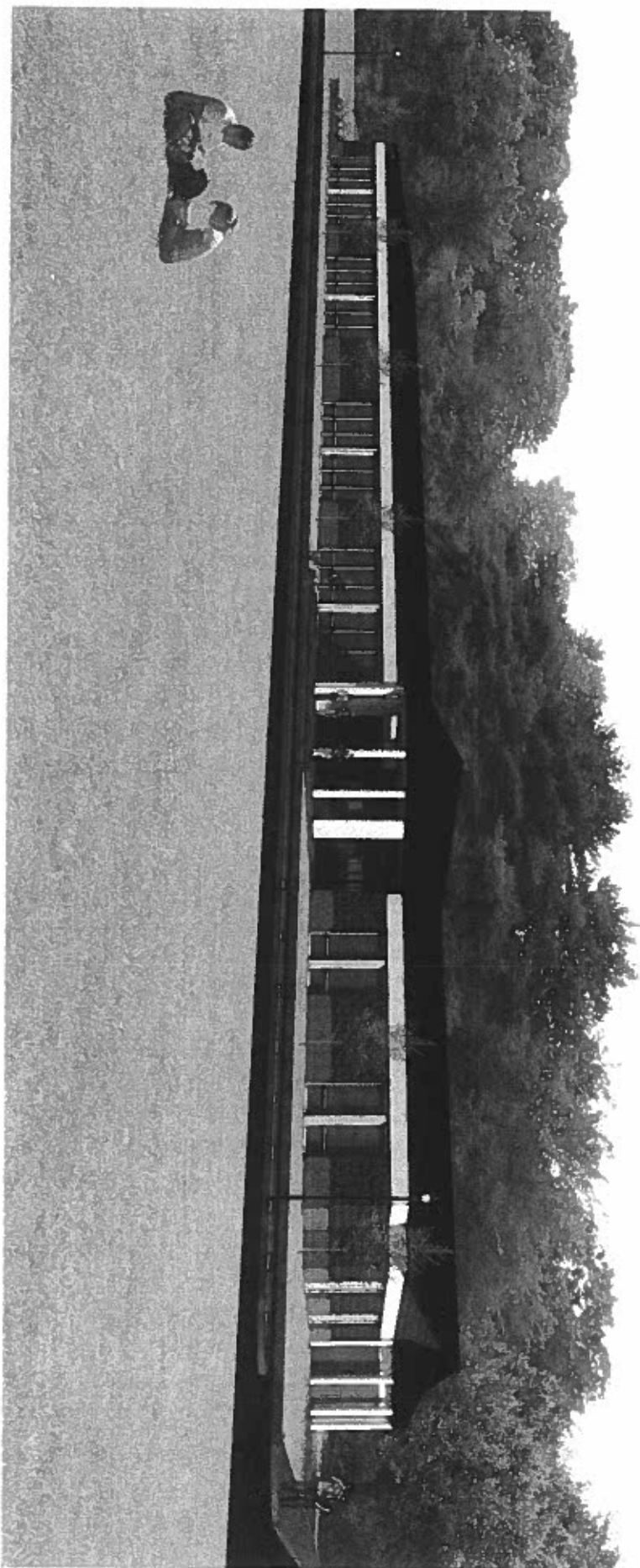
### ESTIMATED PROJECT COST

\$ 9 million



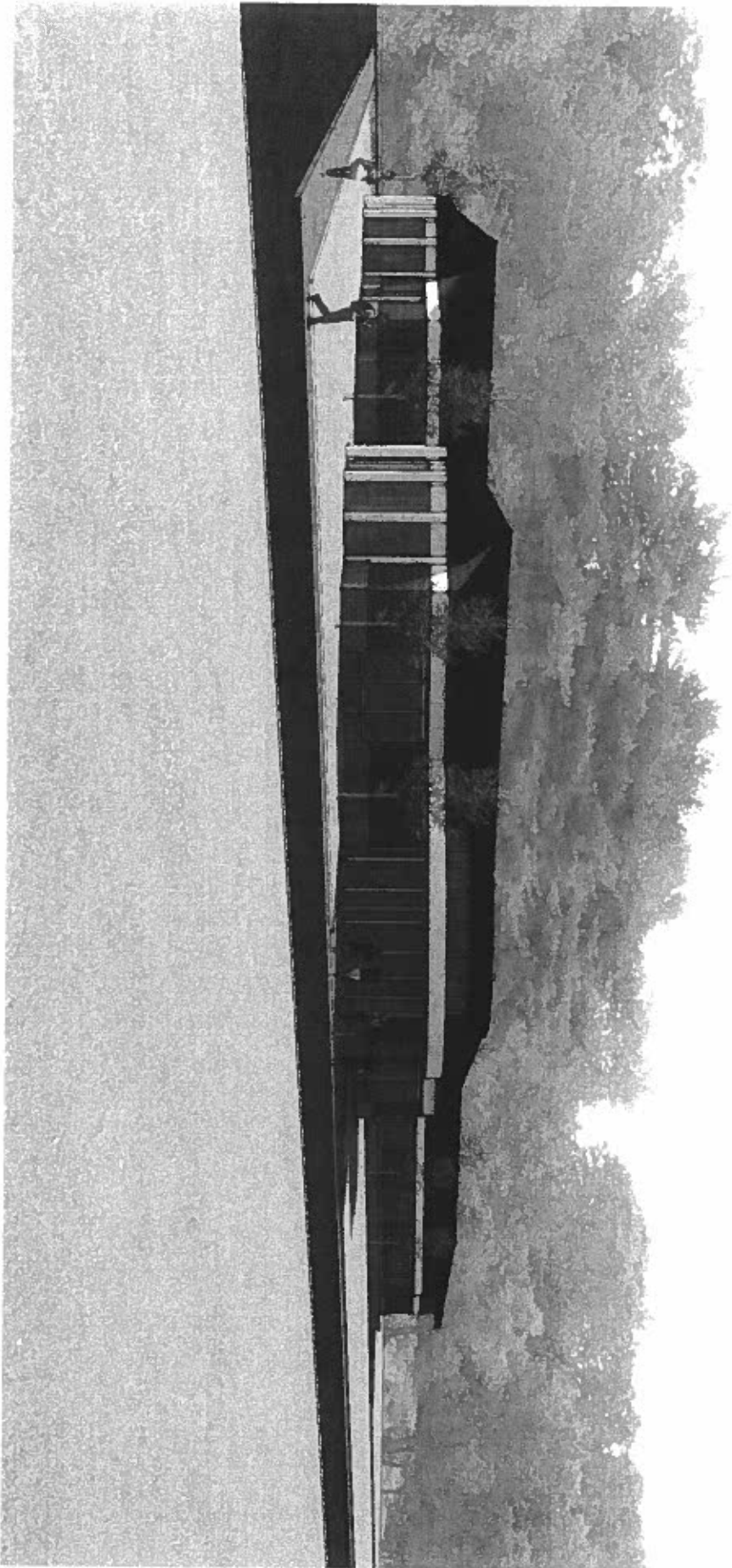
EXTERIOR RENDERING / SOUTH FACADE

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EXTERIOR RENDERING / LOOKING SOUTHWEST

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**L R F P**

LONG RANGE FACILITIES PLANNING  
OKLAHOMA STATE UNIVERSITY  
506 SCOTT HALL  
STILLWATER, OKLAHOMA 74078-8059

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**CONNORS STATE COLLEGE  
E & G REVENUES & EXPENDITURES**

| Function                   | FY2012            | FY2013            | \$ Change     | % Change    |
|----------------------------|-------------------|-------------------|---------------|-------------|
|                            | Budget            | Budget            |               |             |
| State Appropriated Revenue | 6,680,531         | 6,769,919         | 89,388        | 1.3%        |
| Tuition & Fees             | 5,079,025         | 5,121,078         | 42,053        | 0.8%        |
| Other Income               | 585,143           | 465,516           | (119,627)     | -20.4%      |
| <b>Totals</b>              | <b>12,344,699</b> | <b>12,356,513</b> | <b>11,814</b> | <b>0.1%</b> |

| Function                         | FY2012            | FY2013            | \$ Change      | % Change    |
|----------------------------------|-------------------|-------------------|----------------|-------------|
|                                  | Budget            | Budget            |                |             |
| Instruction                      | 4,526,320         | 4,465,960         | (60,360)       | -1.3%       |
| Academic Support                 | 1,411,970         | 1,522,255         | 110,285        | 7.8%        |
| Student Services                 | 1,720,651         | 1,823,286         | 102,635        | 6.0%        |
| Institutional Support            | 1,901,232         | 1,927,244         | 26,012         | 1.4%        |
| Operation & Maintenance of Plant | 2,456,159         | 2,690,144         | 233,985        | 9.5%        |
| Scholarships & Fellowships       | 610,322           | 754,822           | 144,500        | 23.7%       |
| <b>Totals</b>                    | <b>12,626,654</b> | <b>13,183,711</b> | <b>557,057</b> | <b>4.4%</b> |

Net Increase (Decrease) in Fund Balance

(281,955)

(827,198)

Budgeted in FY13 for approved one time campus improvements

Student Union Fees are \$10 per credit Hour, projected revenue in FY2013 is \$523,000.



**CONNORS STATE COLLEGE  
RESERVE CALCULATION**

**E & G RESERVE CALCULATION**

E&G Expenses Budgeted for Fiscal Year 2013

13,183,711

Estimated Auxiliary Fund Balance as of June 30, 2012

3,670,000

Est. E&G Fund Balance as of June 30, 2012

6,380,000

Budgeted Auxiliary Expenses for FY13

5,590,387

Reserve Calculation Estimates:

48.4%

Estimated Reserve

66%

Reserve @8% of E&G Expenses

1,054,697

Reserve @10% of E&G Expenses

1,318,371

Reserve @14% of E&G Expenses

1,977,557

3,670,000

(865,035)

Estimated amount to defease revenue bond  
Estimated Auxiliary Fund Balance after defeasance

2,804,965

Est. E&G Fund Balance June 30, 2012

6,380,000

Estimated Reserve after Defeasance

50%

Keeping 14% of E&G Expenses in reserves

(1,977,557)

One time campus improvements budgeted in FY13

(827,198)

Available Fund Balance

3,575,245



**CONNORS STATE COLLEGE  
DEBT BURDEN AS OF JUNE 30, 2012**

|  | <u>Total Debt as of June 30, 2012</u> | <u>Debt Service in FY2013</u>        |
|--|---------------------------------------|--------------------------------------|
| Campus Improvements/Energy Retrofit for Campus | 979,000                               | 108,789 Section 13 Offset            |
| Wastewater Connection to Town of Warner        | 646,000                               | 68,230 Section 13 Offset             |
| Miller's Crossing Apartment Complex            | 8,165,000                             | 589,231 Housing Revenue              |
|  | <u>9,790,000</u>                      | <u>766,250</u>                       |
| Proposed Student Union Construction ***        | 5,000,000                             | 375,000 Student Union Fees           |
| Proposed Nursing & Allied Health ***           | 6,000,000                             | 450,000 Available Funds              |
| ***assuming 4.5% over 20years                  | <u>20,790,000</u>                     | <u>1,591,250</u>                     |
| Operating Expense (E&G and Auxiliary)          | 18,632,498                            | 18,632,498                           |
| Principal Payments                             | 439,000                               | 1,264,000                            |
|  | <u>19,071,498</u>                     | <u>19,896,498</u>                    |
| Debt Burden Ratio                              | 4.0%                                  | 8.0%                                 |
|  | Current                               | After Construction of two facilities |

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

| FUND<br>SOURCE | TRAVEL<br>THIS MONTH |                    | CORRESPONDING<br>MONTH<br>LAST FISCAL YEAR |                    | AMOUNT<br>EXPENDED<br>CURRENT |                | AMOUNT<br>EXPENDED<br>PRIOR |                |
|----------------|----------------------|--------------------|--|--------------------|-------------------------------|----------------|-----------------------------|----------------|
|                | NO.<br>OF<br>TRIPS   | AMOUNT<br>EXPENDED | NO.<br>OF TRIPS                            | AMOUNT<br>EXPENDED | NO.<br>OF<br>TRIPS            | FISCAL<br>YEAR | NO.<br>OF<br>TRIPS          | FISCAL<br>YEAR |
| ST. APPROP.    | 1                    | 1,758.91           | 3  | 4,055.16           | 1                             | 1,758.91       | 3                           | 4,055.16       |
| FEDERAL        | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| PRIVATE        | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| AUXILIARY      | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| OTHER          | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| TOTAL          | 1                    | 1,758.91           | 3  | 4,055.16           | 1                             | 1,758.91       | 3                           | 4,055.16       |

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

| FUND<br>SOURCE | TRAVEL<br>THIS MONTH |                    | CORRESPONDING<br>MONTH<br>LAST FISCAL YEAR |                    | AMOUNT<br>EXPENDED<br>CURRENT |                | AMOUNT<br>EXPENDED<br>PRIOR |                |
|----------------|----------------------|--------------------|--|--------------------|-------------------------------|----------------|-----------------------------|----------------|
|                | NO.<br>OF<br>TRIPS   | AMOUNT<br>EXPENDED | NO.<br>OF TRIPS                            | AMOUNT<br>EXPENDED | NO.<br>OF<br>TRIPS            | FISCAL<br>YEAR | NO.<br>OF<br>TRIPS          | FISCAL<br>YEAR |
| ST. APPROP.    | 0                    | 0.00               | 0  | 0.00               | 1                             | 1,758.91       | 3                           | 4,055.16       |
| FEDERAL        | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| PRIVATE        | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| AUXILIARY      | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| OTHER          | 0                    | 0.00               | 0  | 0.00               | 0                             | 0.00           | 0                           | 0.00           |
| TOTAL          | 0                    | 0.00               | 0  | 0.00               | 1                             | 1,758.91       | 3                           | 4,055.16       |

September 14, 2012

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Jeff Hale, President; Mr. Mark Rasor, Vice President for Fiscal Affairs; and Ms. Shannon Cunningham, Assistant Vice President for Academic Affairs, 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.

Chairman Lester said the last time he saw Dr. Hale a week ago at NEO, he was feeling ill, and he said it is much better to see him now that he is feeling better. Dr. Hale said he welcomes Chairman Lester back to NEO for another visit.

Dr. Hale expressed appreciation to President Hargis and his wife for the hospitality last evening. He said the dinner was very enjoyable.

Dr. Hale said when NEO presented its FY-13 budget it was based on a flat enrollment. He reported that the headcount enrollment for Fall 2011 was 2,501 compared to 2,504 for Fall 2012. Since Fall 2008, the headcount enrollment has increased about 700 students. He noted that resident hall occupancy is 810 students, and this is the first time since 1983 that NEO has housed more than 800 students on campus. He noted that even though the enrollment is flat since last year, NEO has added 80 additional students living on campus.

Dr. Hale referenced the *NEO Update*, which addresses fall enrollment, activities involving Welcome Week, the appointment of Shannon Cunningham to the position of Assistant Vice President for Academic Affairs, the appointment of Tyler Dewey as the new Livestock Judging Coach, Homecoming activities scheduled for October 7-13, and the Second Annual Wellness Health Fair scheduled for September 25.

Construction Updates

Dr. Hale updated the Board on two projects on which he had previously briefed the Board regarding the Red Robertson Field and Stadium and the construction of an athletic facility.

Regarding the Red Robertson Field and Stadium, he said NEO is working with the City of Miami and the Miami Public Schools on a public works project that will bring \$10 million worth of improvements. The facility was built in the early 1960's and has not had any updates since that time. He said about a month ago he appeared before the City Council, the Miami Public School district, the College, and a citizens group collectively to present the idea to the City Council, Mayor, and the City Manager. He said he believes that in early October the City Council will approve a request to place on a ballot in February, 2013, an initiative to approve a sales tax increase that will provide the funds for this project. He said these are unpredictable kinds of public projects, but he is more confident and hopeful than he has been in the last two years.



In addition, he recently reported to the Board that the Foundation was going to finance and help the College with regard to the construction of an athletic facility for women's softball, men's baseball, and wrestling. He updated the Board regarding this project, which is moving in a very timely fashion. He noted that one thing necessary for NEO, unlike other campuses, is that projects have to be approved through the Oklahoma Water Resources Board because of the flood plain issue.

### Personnel Actions

Dr. Hale presented the personnel actions for Northeastern Oklahoma A&M College. He noted that Amanda Burrows is the new agriculture instructor, and she will replace the teaching position previously held by Ms. Cunningham. She will also take over the Equine Judging Team in January, 2013.

Dr. Hale said the second request pertains to the wrestling program the Board approved in December, 2011, when NEO also requested to add an equestrian program. The equestrian program began this fall, and the wrestling program will begin in the fall of 2013. He said he is pleased to present Coach Joe Renfro for the position of Head Wrestling Coach. He said Coach Renfro is currently the Head Coach at Labette Community College in Parsons, Kansas. He said in his 12 years at Labette, he has built the best junior college wrestling program in the country. In the last seven years his teams have finished in the top three nationally, they have won two national championships in the last five years, and they are the defending national champion. Dr. Hale said Coach Renfro has been the National Coach of the Year three times since 2005. He has produced 55 All Americans and 65 Academic All Americans, and he has done this with several Oklahoma students because the option was not available to wrestle in Oklahoma at the junior college level. NEO will have the only two-year wrestling program in the State of Oklahoma. Dr. Hale said he does not believe NEO would have attracted Coach Renfro had it not been for the support of Coach John Smith, Oklahoma State University Head Wrestling Coach. He commended Coach Smith for all that he has done in support of the program. Dr. Hale said there was a tremendous amount of quality in the applicant pool, and to be able to get a national championship coach to come to NEO to start this program is something about which he is very excited.

Dr. Hale noted that Coach Renfro is in the audience, and he asked him to address the Board. In response to a question regarding the reason why he came to NEO, Coach Renfro said he really likes the community. He said he likes new things and new challenges and looks forward to seeing what he can accomplish at NEO. He said Labette has had wrestling for 37 years, and now is the time where he wants to prove how good of a coach he is by jumping into a situation like this and win a national title at NEO. Coach Renfro said he is a huge fan of Coach Smith, and Coach Smith's involvement with NEO's program was a big reason for his decision, too. He said he is definitely honored to be able to sit next to Coach Smith and be a part of something which will, hopefully, be very special.

Dr. Hale further requested permission to promote Shannon Cunningham to the position of Assistant Vice President for Academic Affairs, Agriculture Department Chair, and Equine Judging Team Coach effective August 1, 2012. Dr. Hale said he is thrilled to have Ms. Cunningham join the leadership team as it relates to academic affairs. She will help primarily in two areas involving the Grove campus and the HLC accreditation scheduled for 2016-2017.

Regent Burns moved and Regent Anthony seconded to approve the personnel actions as listed in the NEO Agenda.

Chairman Lester noted that Coach Smith is in the audience, and he reported that he recently returned from a successful trip to the Olympics in London. He said one of Coach Smith's wrestlers won a medal, and he expressed congratulations on a great trip.

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

#### Purchase Requests

Dr. Hale asked Mr. Rasor to present the purchase requests. Mr. Rasor said first he would like to thank the Board for its approval this past April, 2012, for NEO to retain Higher One to handle the student refund process. He said today NEO will issue approximately \$1.8 million in student refunds. He expressed thanks to Langston and the OSU Bursar's Office for helping NEO with this process. The refunds will be available to the students today about 2:00 p.m. rather than placing about 1,100 checks in the mail at 5:00 p.m.

Mr. Rasor reviewed the purchase requests for the Board, which include a sole source request to issue a purchase order to KONE, Inc., for modernization of the elevator located in Shipley Hall; the purchase of classroom tables and chairs; paving the parking lot located at 1050 East Central; and the purchase of a Cisco Wireless Controller, license fees, switches, and wireless access points and installation assistance.

Regent Anthony moved and Regent Hall seconded to approve the sole source request to issue a purchase order to KONE, Inc., as presented in the NEO Agenda.

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

Registered Cow Herd – Auxiliary Account

Dr. Hale requested Shannon Cunningham to present information pertaining to the establishment of a Premium Livestock Auxiliary account. He said NEO is changing its business model for the Agriculture Department. He said Ms. Cunningham and Mr. Rasor are working closely with the Department of Internal Audits to develop a plan.

Ms. Cunningham said the plan is to create a Premium Livestock Auxiliary account for the College. Currently, all of the livestock is held and operated through an E&G fund, and NEO wants to maintain the commercial and registered animals in E&G and create an auxiliary account for the purebred registered animals. She reviewed the benefits of the change, which includes the students having the opportunity to see the management side and get a hands-on experience with the different types of operations; the improvement of the quality of the herd with generous donations from alumni and supporters; providing a great recruiting opportunity for NEO; and providing the opportunity for NEO's agriculture program to be self sufficient.

Regent Link asked what purebreds NEO will have. She said NEO will have Angus, and because of the area in which NEO is located, it would be remiss if it did not include Limousin and Lim-Flex.

Ms. Cunningham also provided an update on the Equestrian Team that was approved by the Board in December, 2011. This is the first semester for the team. The two-year goal was to have 25-30 students in the program, and she is excited to report that NEO has 23 students on the team this fall. In addition, the Equine Judging Team had a very successful trip to Ft. Worth, Texas, and not only did it win the competition but it received the high individual award. This is a competition where the junior and senior colleges were not separated, so NEO was able to defeat all the senior colleges by an 80-point margin.

Balance of Agenda

Regent Link moved and Regent Watkins 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 Anthony, Burns, Davis, Hall, Lester, Link, and Watkins. No: None. Abstentions: None. Absent: Helm and Reese.  
The motion carried.

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  
September 14, 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
  - September 2012 "NEO Update"
2. Fall Enrollment & Dorm Occupancy Report

| <b>Term</b> | <b>Headcount</b> | <b>First-Time Freshmen</b> | <b>FTE</b> | <b>Resident Hall Occupancy</b> |
|-------------|------------------|----------------------------|------------|--------------------------------|
| Fall 2012   | 2504             | 855                        | 2091.20    | 810                            |
| Fall 2011   | 2501             | 857                        | 2119.27    | 734                            |
| Fall 2010   | 2349             | 799                        | 1970.53    | 669                            |
| Fall 2009   | 2157             | 791                        | 1791.60    | 650                            |
| Fall 2008   | 1803             | 656                        | 1533.47    | 550                            |

**Comparison Summary:**

Fall 2012 Headcount 0.001% increase over fall 2011

Fall 2011 Headcount 6.4% increase over fall 2010

Fall 2010 Headcount 8.9% increase over fall 2009

Fall 2009 Headcount 30.3% increase over fall 2008

Fall 2012 Resident Hall Occupancy 10.4% increase over fall 2011

Fall 2011 Resident Hall Occupancy 9.7% increase over fall 2010

Fall 2010 Resident Hall Occupancy 2.9% increase over fall 2009

Fall 2009 Resident Hall Occupancy 18.2% increase over fall 2008

**PART B - RESOLUTIONS**

None

**PART C - POLICY AND OPERATIONAL PROCEDURES**

None

**PART D - PERSONNEL ACTIONS**

Board approval is requested for the following personnel actions:

1. Employment

- a. Amanda Burrows, agriculture instructor, to be paid an annual salary of \$38,591, effective August 14, 2012. This is a replacement for an employee who resigned.
- b. Joe Renfro, instructor and head wrestling coach, to be paid an annual salary of \$50,086 (12-month appointment), effective March 1, 2013. This is a new position.

2. Change of Position and Salary

- a. Shannon Cunningham, Agriculture Department Chair, agriculture instructor and equine judging team coach, has been promoted to the position of Assistant Vice President for Academic Affairs, Agriculture Department Chair and equine judging team coach, effective August 1, 2012. She will be paid an annual salary of \$70,000. This is a replacement for an employee who was promoted.

**PART E - INSTRUCTIONAL PROGRAMS**

None

**PART F - BUDGETARY ACTIONS**

None

**PART G - OTHER BUSINESS AND FINANCIAL MATTERS**

1. Title III Grant, Part A 2012-13 Allocation

We have received notification from the U.S. Department of Education, that our allocation for the Title III Grant, Part A for year two (2) FY12-13 is \$526,378, which reflects an increase of \$127,325 over year one (1). This grant is designated for Native American serving non-tribal institutions. Funding from this grant has been used for renovating space for a Native American Success and Cultural Center and to hire personnel who provide services such as advising, mentoring, tutoring, career aptitude assessment and electronic portfolio development. These services are available to all NEO students. Board approval is requested to expend grant funds, including payment of administrative allowances at year-end, according to the grant guidelines.

**PART G - OTHER BUSINESS AND FINANCIAL MATTERS****2. Student Support Services Grant, 2012-13 Allocation**

We have received notification from the U.S. Department of Education, that our allocation for the Student Support Services Grant for the period of September 1, 2012 – August 31, 2013 is \$252,836 (2011-12 allocation was the same amount). This is the third year of a five-year grant cycle. The funds are awarded through the Student Support Services program for projects offering support services to low-income, first generation or disabled college students. Board approval is requested to expend grant funds, including payment of administrative allowances at year-end, according to the grant guidelines.

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

None

**PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

None

**PART J - PURCHASE REQUESTS**

1. **SOLE SOURCE** - Authorization is requested to issue a purchase order to KONE, Inc. for modernization of the elevator located in Shipley Hall. Due to consistent failure of the elevator, it is in the best interest of the college to use a current vendor. The estimated cost is \$75,000 and funding will be from E&G Reserves.
2. Authorization is requested to purchase classroom tables and chairs at an estimated cost of \$100,000. The purchase will be made under ~~state~~ **University of Oklahoma** contract and funding will be from E&G Reserves. (This purchase was originally approved to be paid from Master Lease proceeds and eventually paid from E&G Reserve funds.)
3. Authorization is requested to solicit bids and award the lowest and best bidder a requisition to pave the parking lot located at 1050 East Central at an estimated cost of \$85,000 to be paid from revenue generated from parking permit fees.
4. **Authorization is requested to purchase from the Office of State Finance state contract, a Cisco Wireless Controller, license fees, switches and wireless access points and installation assistance at an estimated cost of \$77,100. This controller will replace the existing outdated controller which is incapable of providing wireless access to all residence halls. The total estimated cost of the project, which will include purchasing of cables and other supplies, will be \$100,000. The funding will be from Auxiliary Reserves.**

**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**

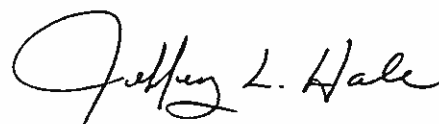
1. Registered Cow Herd – Auxiliary Account

Northeastern Oklahoma A&M College is planning to establish a Premium Livestock auxiliary account for the purpose of purchasing seven (7) bred registered heifers from the NEO A&M E&G Livestock herd at fair market value. This new herd will consist of purebred cattle and will increase educational benefits through instruction, utilization, and comparison of purebred and commercial management and financial practices, allow for improvement in the quality of the beef herd at Northeastern Oklahoma A&M College, and provide an excellent outlet for recruiting potential students to NEO. The revenue from this auxiliary herd will be held in this account and will be used for improvements, purchases, and additions to the College Farm structures, pastures, and facilities, and supplement auxiliary expenses associated with this Premium Livestock herd.

2. Out-of-State Travel Summary

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

Respectfully Submitted,



Dr. Jeffery L. Hale  
President

**Northeastern Oklahoma A&M College**  
**Summary of Out-of-State Travel as of July 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   | No. Trips<br>(1) | AMOUNT EXPENDED<br>(1) | No. Trips<br>(2) | AMOUNT EXPENDED<br>(2) | No. Trips<br>(3) | AMT. EXP. CURRENT FY<br>(3) | No. Trips<br>(4) | AMT. EXP. PRIOR FY<br>(4) |
|---------------|------------------|------------------------|------------------|------------------------|------------------|-----------------------------|------------------|---------------------------|
| Revolving     |                  |                        |                  |                        |                  |                             |                  |                           |
| State Approp. | 3                | 4,240.26               | 0                | 0                      | 3                | 4,240.26                    | 0                | 0                         |
| Federal       | 4                | 4,030.76               | 1                | 53.48                  | 4                | 4,030.76                    | 1                | 53.48                     |
| Private       |                  |                        |                  |                        |                  |                             |                  |                           |
| Auxiliary     | 2                | 1,960.92               | 1                | 564.50                 | 2                | 1,960.92                    | 1                | 564.50                    |
| Other         |                  |                        |                  |                        |                  |                             |                  |                           |
| <b>Total</b>  | <b>9</b>         | <b>10,231.94</b>       | <b>2</b>         | <b>617.98</b>          | <b>9</b>         | <b>10,231.94</b>            | <b>2</b>         | <b>617.98</b>             |

**Summary of Out-of-State Travel as of August 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   | No. Trips<br>(1) | AMOUNT EXPENDED<br>(1) | No. Trips<br>(2) | AMOUNT EXPENDED<br>(2) | No. Trips<br>(3) | AMT. EXP. CURRENT FY<br>(3) | No. Trips<br>(4) | AMT. EXP. PRIOR FY<br>(4) |
|---------------|------------------|------------------------|------------------|------------------------|------------------|-----------------------------|------------------|---------------------------|
| Revolving     |                  |                        |                  |                        |                  |                             |                  |                           |
| State Approp. | 6                | 1,738.36               | 0                | 0                      | 9                | 5,978.62                    | 0                | 0                         |
| Federal       | 3                | 2,641.53               | 0                | 0                      | 7                | 6,672.29                    | 1                | 53.48                     |
| Private       |                  |                        |                  |                        |                  |                             |                  |                           |
| Auxiliary     | 0                | 0                      | 1                | 388.09                 | 2                | 1,960.92                    | 2                | 952.59                    |
| Other         |                  |                        |                  |                        |                  |                             |                  |                           |
| <b>Total</b>  | <b>9</b>         | <b>4,379.89</b>        | <b>1</b>         | <b>388.09</b>          | <b>18</b>        | <b>14,611.83</b>            | <b>3</b>         | <b>1,006.07</b>           |



## Premium Livestock Auxiliary

- Proposal:** Create an Auxiliary Account for Premium Livestock
- Purpose:** Utilize these herds for educational instruction
- Utilize these herds to improve the quality of livestock at the Northeastern Oklahoma A&M College Farm
- Utilize these herds to generate revenue that can be accessed to make capital improvements to farm structures, pastures, and facilities
- Model:** Cow herd of approximately 20 head registered cattle (Angus, Limousin, Lim Flex)
- Hog herd of premium sows, boars, and potential show prospects
- Plan:** Establish Cow Herd 2012-2013 Academic Year
- Purchase 7 bred heifers from the E&G Livestock herd at fair market value (provided below)
    - 0/1- \$1750
    - 0/2- \$1750
    - 0/3- \$1500
    - 0/4- \$1750
    - 0/5- \$1500
    - 0/6- \$1750
    - 0/7- \$1500
- Calve these bred heifers and evaluate offspring – offspring will either be sold or kept
- Build Premium Cattle herd to approximately 20 head of cows – through donations and selection of offspring
  - Market offspring for sale through various outlets
  - Utilize cattle data (genetics, breeding, financial, health and nutrition) in Agriculture courses
  - Revenue from sale of premium livestock put in revenue line of auxiliary account

- this revenue will be used for improvements to the college farm, supplement auxiliary expenses
- costs associated with supplies and contractual expenses will be funded through this auxiliary account

Establish Hog Herd 2013-2014 Academic Year

**Costs:** Initial Investment - Purchase cattle from E&G – approx..\$13,000

**Operating Expenses**

| <u>Item</u>            | <u>Approx. Cost/Hd</u> | <u>#</u> | <u>Total Cost</u>  |
|------------------------|------------------------|----------|--------------------|
| Synchronization        | \$15.00                | 20       | \$300.00           |
| Semen Costs            | Donated                | 0        | \$0.00             |
| Embryo Transfer        | Donated                | 0        | \$0.00             |
| Angus Registration     | \$9                    | 10       | \$90.00            |
| Limmousin Registration | \$75                   | 10       | \$750.00           |
| Vet costs              | \$50                   | 20       | \$1,000.00         |
| Feed costs             | \$450                  | 20       | \$9,000.00         |
| Creep Feed             | \$60                   | 20       | \$1,200.00         |
| <b>TOTAL</b>           |                        |          | <b>\$12,340.00</b> |

**Benefits:** Utilize the premium livestock herds in Agriculture and Equine & Ranch Management courses.

- Allow comparison of commercial herd to purebred herd management, financial analysis, and nutritional management
- Provide real-life data, management, and hands-on experience in purebred cattle management

Provide ability to efficiently operate herds to generate revenue that will supplement the expenses at the college farm.

Increase quality of livestock herds at NEO A&M College Farm

- Develop herds with premium genetics
- Utilize these quality herds as a recruitment tool for perspective students

**Structure:** 20 head E&G Commercial Cattle

- Expenses paid through E&G College Farm Budget
- Revenue from E&G Herd deposited into E&G General Account

## 20 Auxiliary Purebred Cattle Herd

- Expenses paid through Auxiliary Premium Livestock Budget
- Revenue from Premium Livestock Auxiliary Herd deposited into Revenue line of Premium Livestock Auxiliary Herd Account

September 14, 2012

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. Kent Smith, 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. Smith said today is an exciting day for him because it is his 100<sup>th</sup> day in office.

Dr. Smith said at the previous meeting he had updated the Board on the current student balances. Two meetings ago he reported that current students of Langston owed the University approximately \$1.8 million. At this meeting, he reported that approximately \$1.1 million of that amount has been paid by the current students. The amount owed to the University is down to approximately \$600,000. That is very positive, and moving forward that number should only get better with Langston's strict enforcement of requiring students to pay their balances in order to enroll for the next semester.

Dr. Smith stated that he is proud to announce that Cox Communications has decided to air the Langston University Homecoming football game on television. Langston has agreed to have its Homecoming game televised, which will include the halftime festivities. Langston has one of the best bands in the land, and the band will be featured. Langston will also get commercial spots as part of the package during which time its academic programs will be highlighted. The game will be available in more than 436,000 homes, both in Tulsa and Oklahoma City. Dr. Smith said this is very significant for Langston and has not happened in recent times. Hopefully, more people will have an opportunity to watch Langston University football. He said the team currently has a 1-1 record. Langston will play Saint Xavier in Chicago on Saturday, which is a significant game because this team won the NAIA national championship last year.

Cell Phone Allowance Policy

Dr. Smith requested approval of a new Cell Phone Allowance Policy. This is viewed as both an efficiency matter and also a cost reduction matter. This will afford Langston the opportunity to provide \$75 per month cell phone stipend to those approved individuals. It will also reduce the number of individuals who receive any type of cell phone agreement with the University. To date, he has approved the allowance for 25 individuals, and he believes it will be less than 30 individuals total. Regarding cost, the allowance will cost the University approximately \$25,000, and Langston is currently spending well over \$60,000-\$70,000 a year for equipment and/or cell phone contracts.

Personnel Actions

Dr. Smith reviewed the personnel actions for Langston University and recommended their approval.

Regent Davis moved and Regent Link seconded to approve the personnel actions as listed in the Langston Agenda.

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

#### Ratification of Interim Approval

Dr. Smith reported that Langston University received interim approval from CEO Jason Ramsey for Langston to execute a contract between Langston University and Sankofa Middle School of Creative and Performing Arts, Inc. He said this is part of the charter school agreement Langston has with Deborah Brown Community School in which Langston is a sponsor. This is just an extension for the middle school portion of that charter rather than a new charter.

Regent Anthony moved and Regent Link seconded to ratify interim approval granted by the Chief Executive Officer for Langston University to execute a contract between Langston University and Sankofa Middle School of Creative and Performing Arts, Inc.

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

#### Balance of Agenda

Regent Anthony referenced item F.1. regarding the request to accept a grant from the United States Department of Agriculture/Federal Assistance Program to implement Technical Support in Small Ruminants to the Tri-Lateral University Partnership. He asked for an explanation regarding this item. Mrs. Watson said this is a new grant for the Institute of Goat Research. She said it is for Kenya and Malawi and is a part of the USAID Feed the Future Program. Regent Anthony said his understanding is that it is a training program to teach people how to feed themselves, and Mrs. Watson said this is correct.

Regent Burns 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 Anthony, Burns, Davis, Hall, Lester, Link, and Watkins. No: None. Abstentions: None. Absent: Helm and Reese. The motion carried.

Regent Davis said he recently had the opportunity to attend a few high school football scrimmages on the Langston University campus. He said he has been to the campus before, but he has never seen this kind of openness. Upon entering the campus, banners were placed welcoming the different high schools by name, and Langston students walked through the crowds handing out schedules. Regent Davis commended Dr. Smith and his staff for such an open and welcoming experience. It is a recruitment tool and was nicely done. Dr. Smith said he appreciates those comments and noted that Langston received some positive feedback from several schools. He also reported that Langston is very close to solidifying the Booker T. Washington (Tulsa) and Douglas High School (Oklahoma City) football game next year to be played on the Langston campus. This would be a huge recruiting opportunity for Langston. There are some things that still need to be worked out, especially with Douglas High School; however, the coach seems to be very interested in having that game at Langston.

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

September 14, 2012

Langston University

**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: NONE**

**B. RESOLUTIONS: NONE**

**C. POLICY AND OPERATIONAL PROCEDURES:**

**WITHDRAWN**

1. ~~Approval is respectfully requested of Langston University's new Moving Expenses policy, pending approval of Legal Counsel. This request can be viewed in Attachment A.~~
2. Approval is respectfully requested for Langston University's new Cell Phone Allowance Policy beginning September 1, 2012. This policy will grant institutional employees who meet the criteria and receive approval in advance from the President a \$75.00 stipend per month for calls made on behalf of the institution, pending approval of Legal Counsel. This request can be viewed in Attachment A.

**D. PERSONNEL ACTION:**

1. Approval is respectfully requested to employ Mr. Jalehah Abdul-Raheem as Instructor of Nursing on a 9-month basis, effective August 6, 2012, at an annual salary of \$45,000.00.
2. Approval is respectfully requested to employ and commission Mr. Frank E. Atkinson as, Instructor, Chief of Campus Police, effective August 13, 2012, at an annual salary of \$70,000.00.

3. Approval is respectfully requested to employ and commission Mrs. Felisa Barnes, as Campus Police Lieutenant, effective August 20, 2012, at an annual salary of \$32,500.00.
4. Approval is respectfully requested to employ Ms. Nicole Been as Instructor of Health Physical Education Recreation (HPER) on a 9-month basis, effective August 9, 2012, at an annual salary of \$46,000.00.
5. Approval is respectfully requested to employ Dr. JoAnn R. Clark, Acting Dean, McCabe Honors Program/Acting Director of Upward Bound, effective August 6, 2012, at \$5,000.00 per month.
6. Approval is respectfully requested to employ Mr. David L. Johnson, as Interim Head Women's Basketball Coach, effective August 8, 2012, at an annual salary of \$55,000.00.
7. Approval is respectfully requested to employ Dr. Raphael X. Moffett, as Vice President for Student Affairs, effective August 29, 2012, at an annual salary of \$100,000.00.
8. Approval is respectfully requested to employ Ms. Jyoti Pandye, as Instructor of Nursing on a 9-month basis, effective August 6, 2012, at an annual salary of \$45,000.00.
9. Approval is respectfully requested to employ Mr. Manuel Reguerio, as Assistant Professor of Foreign Language (Spanish) on a 9-month basis, effective August 20, 2012, at an annual salary of \$47,000.00.
10. Approval is respectfully requested to employ Ms. Marsha Lee Ann Sipes, as Instructor of Nursing on a 9-month basis, effective August 6, 2012, at an annual salary of \$50,000.00.
11. Approval is respectfully requested to employ Dr. Zwei Sun, as a Visiting Scholar with Research & Extension, effective October 1, 2012, at an annual salary of \$31,000.00.
12. Approval is respectfully requested to employ Ms. Shirley Tatum, as Assistant Professor/Research & Instruction Librarian on a 12-month basis, effective August 1, 2012, at an annual salary of \$38,550.00.
13. Approval is respectfully requested to employ Ms. Beverly Wise, as Instructor of Nursing at LU/Tulsa, effective August 13, 2012, at an annual salary of \$45,000.00.



14. Approval is respectfully requested to change the status of Dr. Benjamin Bates **from** Associate Professor of Communication **to** Associate Professor/Acting English Department Chairman, at an additional salary of \$3,900.00 per month beginning August 13, 2012 through December 18, 2012.
15. Approval is respectfully requested to change the status of Mr. Dwone Sanders **from** Assistant Football Coach **to** Assistant Football Coach/Strength & Conditioning Coach at an annual salary of \$40,000.00, effective August 1, 2012.
16. **A. FOR INFORMATIONAL PURPOSES**  
 Langston University will accept the following notices of resignation:  
 Dr. Patricia Chogugudza, Assistant Professor of English, effective August 31, 2012.  
 Dr. Alissia Moore, Director of Upward Bound, effective August 31, 2012.  
 Ms. Cassandra Parker, Instructor of Mathematics, effective May 22, 2012.  
 Mr. Alan Quinn, Strength & Conditioning Coach, effective August 1, 2012.  
 Mr. Euit Sharp, Campus Police Officer, effective August 22, 2012.  
 Mr. Tyrone Walker, Director of Student Activities, effective August 24, 2012.  
 Mr. Jerome Willis, Head Women's Basketball Coach, effective July 31, 2012.
- B. FOR INFORMATIONAL PURPOSES**  
 Langston University will accept the following notice of retirement:  
 Dr. Sharlene Johnson, Assistant Professor, School of Education & Behavioral Sciences-LU/Tulsa, effective September 1, 2012.
- C. FOR INFORMATIONAL PURPOSES**  
 Langston University has issued the following notice of termination:  
 Dr. Angelia Y. Jones, Vice President for Student Affairs, effective July 10, 2012.
- E. INSTRUCTIONAL PROGRAMS: NONE**
- F. BUDGETARY ACTION:**
1. Approval is respectfully requested for the Langston University School of Agriculture & Applied Sciences to accept a grant from the United States

Department of Agriculture/Federal Assistance Program in the estimated amount of \$131,109.00 to implement Technical Support in Small Ruminants to the Tri-Lateral University Partnership for the performance period of August 1, 2012 to December 31, 2012.

2. Approval is respectfully requested for Langston University to accept a continuation grant entitled Long-Term Training Project-Personnel for Rehabilitation of Individuals Who are Blind or Have Vision Impairments from the United States Department of Education in the amount of \$98,253.00 for the performance period of August 1, 2008 through July 31, 2013.
3. Approval is respectfully requested for Langston University to accept a continuation grant entitled Long-Term Training- Rehabilitation Counseling with Special Emphasis on Independent Living from the United States Department of Education in the amount of \$147,380.00 for the performance period of August 15, 2009 through September 30, 2014.
4. Approval is respectfully requested for Langston University to accept a continuation grant entitled Long-Term Training Project in Undergraduate Education in Rehabilitation Services with Special Emphasis on Mental Illness and Substance Dependence from the United States Department of Education in the amount of \$51,621.00 for the performance period of August 1, 2008 through July 31, 2013.

**G. OTHER BUSINESS AND FINANCIAL MATTERS: NONE**

**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 facility for the training of Nursing & Health Administration students:  
*Mend Pregnancy Resources Center, Tulsa, OK*
2. Approval is respectfully requested for Langston University to enter into affiliation agreement(s) with the following facilities for the training of Physical Therapy students:  
*BIR JV, LLP, Baylor Institute for Rehabilitation Joint Venture (formerly Baylor University Medical Center), Dallas, TX and surrounding cities, **pending review of Legal Counsel***  
  
*Rehab Pro, LP, Tyler, TX, **pending review of Legal Counsel***

3. **RATIFICATION OF INTERIM APPROVAL**

Interim Board Approval was requested, and granted by Mr. Jason Ramsey on August 22, 2012 for Langston University to execute a contract between Langston University and Sankofa Middle School of Creative and Performing Arts, Inc. The contract constitutes the Charter of the Charter School in compliance with the Oklahoma Charter Schools Act. The charter (which includes middle schools) is an expansion of the Deborah Brown Community School, which we sponsor. The contract is currently under review by Legal Counsel.

**I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES: NONE**

**J. PURCHASE REQUESTS:**

1. Approval is respectfully requested for Langston University to use FY 2011 funds in the estimated amount of \$18,300.00 to pay for FY 10 aged invoices.
2. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$83,997.00, for a Attune acoustic focusing cytometer and AB assurance attune to be used to perform immunophenotyping, cell cycle analysis, cell proliferation, detection, and quantification of viable and nonculturable organisms for goat research. Funds for this expenditure are available in account 4-19011.
3. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$127,000.00, for a used Caterpillar 613CII to replace an obsolete Dresser 412B used to construct and maintain Langston University ponds. Funds for this expenditure are available in account 4-29511.
4. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$51,000.00, for a grass mower to be used on the south farm, and an off-road farm vehicle for feeding pasture goats in the central farm. Funds for this expenditure are available in account 4-19011.
5. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$75,000.00, for Agronomy Equipment for farm operations. Funds for this expenditure are available in account 4-19011.

6. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$14,450.00, for a Liquid Nitrogen Generator Auto-transfer for use in the research labs. Funds for this expenditure are available in account 4-19011.
7. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$29,620.00, for a MTS Criterion Test System to be used in the leather evaluation laboratory. Funds for this expenditure are available in account 4-19011.
8. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition in the estimated amount of \$50,000.00, to purchase a Dell Power Edge R720 Rack Server to be used for the ongoing Biotechnology Research. Funds for this expenditure are available in account 4-19011.

**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. Summary of Out-of-State Travel as of July, 2012:

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

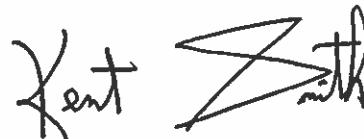
Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

| FUND SOURCE  | NO. of TRIPS (1) | AMOUNT EXPENDED (1) | NO. of TRIPS (2) | AMOUNT EXPENDED (2) | NO. of TRIPS (3) | AMT. EXP. CURRENT FY (3) | NO. of TRIPS (4) | AMT. EXP. PRIOR FY (4) |
|--------------|------------------|---------------------|------------------|---------------------|------------------|--------------------------|------------------|------------------------|
| Revolving    | 8                | \$8,727.60          | 20               | \$33,348.19         | 8                | \$8,727.60               | 20               | \$33,348.19            |
| St. Approp.  |                  |                     |                  |                     |                  |                          |                  |                        |
| Federal      | 21               | \$20,328.49         | 26               | \$42,572.42         | 21               | \$20,328.49              | 26               | \$42,572.428           |
| Private      |                  |                     |                  |                     |                  |                          |                  |                        |
| Auxiliary    | 6                | \$5,041.31          | 6                | \$6,036.63          | 6                | \$5,041.31               | 6                | \$6,036.63             |
| Other        |                  |                     |                  |                     |                  |                          |                  |                        |
| <b>TOTAL</b> | <b>35</b>        | <b>\$34,097.40</b>  | <b>52</b>        | <b>\$81,957.24</b>  | <b>35</b>        | <b>\$34,097.40</b>       | <b>52</b>        | <b>\$81,957.24</b>     |

All items listed above are respectfully submitted for your approval.

Sincerely,



Kent J. Smith, Jr., Ph.D.  
President  
Langston University

LANGSTON UNIVERSITY  
Information Technology Services  
Cell Phone Policy

This policy establishes guidelines for cell phone allowances for Langston University employees.

Cellular telephones are a valuable resource for Langston University employees. The devices are convenient and allow for greater efficiency. This policy will provide employees flexibility and freedom to select a cell phone contract of their choice and features that meet their personal and professional needs. The policy is established as a guide for employees who must by the nature of their work, routinely use mobile communication to perform their job. Employees who are approved to have a cell phone allowance must:

1. Individually purchase cellular phone service and equipment and assume responsibility for the vendor terms and conditions. The employee can select any service provider, plan, and features that meet their personal needs as well as the requirements of their current Langston University position. The employee is responsible for plan choices, calling areas, service features, termination clauses, and paying all charges associated with the cellular service and device.
2. Purchase, repair, maintain, insure, and/or replace phone equipment and accessories, including lost, damaged, or stolen equipment and accessories.
3. Make sure the carrier selected has good service in the area required such as your home, department, and university. If offered by the cell carrier, employees are advised to take advantage of a trial period to make sure that the coverage meets their needs.
4. Maintain an active service contract for the duration of the stipend.
5. Request a stipend renewal from the university at the end of each fiscal year

CELL PHONE ALLOWANCES WILL BE PAID THROUGH PAYROLL, WITH ALL APPLICABLE TAXES BEING WITHHELD.

LANGSTON UNIVERSITY  
Information Technology Services  
Cell Phone Policy

**Policy:**

A department head may request approval for an employee under their supervision to have a cell phone allowance. The department head must submit a cell phone allowance request form to the Office of the President. The request will be reviewed by the president and a written decision will be sent to the department head. The cell phone allowance amount will be \$75.00 for any allowance that is granted regardless of the cell plan that the employee chooses with a given vendor. This amount will be added to the employees check and remain in place until the individual is no longer employed by the university or until a decision is made that the employee is no longer in need of the allowance.

The employee who receives a cell phone allowance is responsible for obtaining a personal cell phone contract with a vendor of their choosing. The phone is owned by the employee and thus it may be used for personal and business use. The employee must be available by way of the phone for the performance of responsibilities as designated by the department and within policy. Bills for the cellular plan and device are the responsibility of the individual employee and not Langston University. An employee with a cell phone stipend must maintain an active cell phone for the duration of the stipend without exception.

A few departments on campus will be allowed to have a departmental cell phone contract that is paid by the given department. Approval for departments to have a departmental phone must be provided in writing by the Office of the President prior to activating the departmental phone.

**Grant Funded Cell Phones and Plans:**

In cases where university cell phones and long distance telephone expenses are supported through funded grants, projects and/or contracts. The university department head is required to submit a written request to and receive written approval by the Office of the President. Any documentation supporting the request of the university phone should be submitted with existing forms already approved by the university for review. Once a funded grant, project and/or contract expires, the department must cancel the contract.

**HOUSE BILL 2898 regarding state employees' texting while driving:**

HOUSE BILL 2898: WOULD PROHIBIT STATE OF OKLAHOMA EMPLOYEES FROM TEXT MESSAGING WHILE DRIVING STATE-OWNED VEHICLES AND/OR WHILE DRIVING A PRIVATE VEHICLE ON STATE BUSINESS.

September 14, 2012

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

President Burns 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 alerted the Board that during the time the Board has been meeting, the University of Texas received a reported call about numerous bombs that had been placed on the campus to go off in 90 minutes. The entire campus was evacuated. North Dakota State in Fargo, North Dakota, has received a similar call, and that campus was evacuated, and it is now past the designated time. He said it was just reported that Valparaiso University in Chicago, Illinois, has received a similar call, as well. President Hargis said the administration has been in close touch with campus security and the situation is being monitored very carefully. Fortunately, OSU has not received any such threats.

President Hargis said it was a great dinner last night, and he especially wanted to thank Andy Arena and Jamey Jacob for their presentation on unmanned aerial vehicles, and to Gary Shutt for the O-State TV network presentation that is launching soon.

Adoption of Memorial Resolution

President Hargis presented information on behalf of Tom J. Johnson, Associate Athletic Director of Ticket Operations, Athletics. He passed away unexpectedly on July 30, 2012, at the age of 58. President Hargis said Mr. Johnson had one of the toughest jobs at the University, and the more success the athletic teams had the harder he had to work. He always had a smile and worked tirelessly for the betterment of OSU. President Hargis presented a Memorial Resolution for Tom Johnson and requested its adoption. (The Memorial Resolution for Tom J. Johnson is attached to OSU's portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Regent Hall moved and Regent Burns seconded to adopt the Memorial Resolution for Tom J. Johnson as presented.

Chairman Lester said he believes all of the Regents knew Tom and liked and respected him deeply and will miss him very much.

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

Approval of Revisions to Oklahoma State University Policy #4-0130 "Conflict of Interest"

President Hargis requested Vice President Steve McKeever to present item C-1. (The Oklahoma State University Policy #4-0130 "Conflict of Interest" is found beginning on page C-1 of the



OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-9-14-12.) Dr. McKeever said this request is a revision to OSU's Conflict of Interest policy. Dr. McKeever said OSU is required by the federal government to have a Conflict of Interest policy. The request came about several years ago in that any of the University's professors who wish to apply for federal grants had to comply with a conflict of interest policy that had to be in place at the University. OSU established that policy several years ago. One of the stipulations of that policy was that any financial interest exceeding \$10,000 in a particular company that the University might be contracting with had to be declared. That policy has been in place and operational for several years. More recently, the Public Health Service (PHS), which includes agencies such as the National Institute of Health, National Cancer Institute, and other institutes underneath the PHS umbrella, came up with more severe, tighter, and complicated regulations. Two items in particular were that the financial interest was reduced from \$10,000 to \$5,000 and also Principle Investigators have to declare if their expenses are financially covered by a private company whenever they present at conferences or professional meetings. Any expenses covered by the institution, the federal government, or by the state government do not need to be declared, and, fortunately, that is the case in most situations; but, occasionally such trips are covered by a private company. The stipulation, however, is that only those Principle Investigators who are applying for grants from the PHS have to comply with those stricter regulations. Dr. McKeever said OSU's Conflict of Interest policy has been changed to a Level 4. He recommended approval of the amended Conflict of Interest policy as presented. He emphasized that this is only for those faculty members who wish to apply for public service grants.

Regent Anthony asked if the bold typed words are the only changes to the policy. Dr. McKeever said this is correct. Regent Watkins asked if the Conflict of Interest Reporting Form has to be filled out by the Principal Investigator pursuing public grant funds or public and private grant funds. Dr. McKeever said only for funds from the public.

Regent Anthony moved and Regent Watkins seconded to approve the revisions to the Oklahoma State University Policy #4-0130 "Conflict of Interest."

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

#### Approval to Amend Board Policy 2.16 Use of OSU Physical Plant Services

President Hargis requested Vice President Weaver to present the request regarding amendments to Board Policy 2.16 Use of OSU Physical Plant Services. (The revised Board Policy 2.16 Use of OSU Physical Plant Services is found beginning on page C-2 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-9-14-12.)

Mr. Weaver reported that the proposed amendments essentially are changes to a policy that had not been updated since 1997. Physical Plant Services used to provide this service and now it is Long Range Facilities Planning. Basically, the amendments involve removing the reference to Physical Plant Services and inserting Long Range Facilities Planning.

Regent Burns moved and Regent Davis seconded to approve the amendments to Board Policy 2.16 Use of OSU Long Range Facilities Planning.

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

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

#### Personnel Actions

Dr. Sternberg presented 11 pages of personnel actions and recommended their approval with the exception of those items pertaining to separation, retirement, and death, which are included as information items only. These actions include 15 rate changes reflecting a permanent increase of \$2,000 annually for faculty identified as the 2012 Regents Distinguished Teaching and Regents Distinguished Research Award Honorees. The salary adjustment for both awards was increased this year from \$1,000 to \$2,000.

Dr. Sternberg said the list of personnel actions also includes 29 new appointments, 10 changes in title and/or rate, 1 leave of absence without pay, 3 sabbatical leave requests, and 1 cancellation of a previously approved sabbatical leave. He requested approval of all the actions included in the list. For information, Dr. Sternberg said 1 retirement and 14 separations are listed on pages 3.10 and 3.11. (These recommendations are listed on pages D-3.1 through D-3.11 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-9-14-12.)

Regent Link moved and Regent Anthony seconded to approve the personnel actions as listed in the OSU Agenda.

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

#### Approval of Program Modification

Dr. Sternberg referenced page E-1 of the OSU Agenda regarding a request for a program modification. (The OSU Agenda is on file in the Board of Regents' Office as Document No. 1-9-14-12.) He said OSU-OKC is proposing to suspend the Pharmacy Technology certificate

program for up to three years. During the requested suspension, the faculty and administration will assess the future need for the program. If approved, the request will be sent to the Oklahoma State Regents for Higher Education for review and approval.

Regent Link moved and Regent Anthony seconded to place the Pharmacy Technology certificate program on suspension for up to three years and assess the need for this program during that time.

Regent Burns asked if there are any students in the program at the moment. Ms. Natalie Shirley, President of OSU-OKC, responded negatively. She said OSU-OKC is requesting to suspend the program because of low market demand. Regent Anthony asked if this program just focuses on technology. He said there is a demand for pharmacy technicians who work within the pharmacies. Ms. Shirley said the program is specific just to technicians; however, the demand is generally met within the pharmacies using their own training programs.

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

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

G-1 Approval of Peace Officers' Actions

Vice President Weaver requested Board approval of the peace officers' actions as listed in the OSU Agenda. Regent Burns asked if these appointments will bring the force to full capacity. Mr. Weaver said OSU will be down one officer, but a search is under way.

Regent Burns moved and Regent Watkins seconded to approve the following campus police appointments and to authorize the OSU administration to make the appropriate arrangements for expediting the appointments, and to authorize the OSU administration to make the appropriate arrangements to revoke the indicated police appointment and commission.

OSU-Stillwater

John Wesley Dawson  
Donaldrente D. Booker

Commission No.

678  
679

OSU-Tulsa

Keri D'lyn Boardman-Thomas  
Ryan Alen Ayers

680  
681

OSUIT

Virgil Bonham

682

Cancellations:

OSU-Tulsa

Montie Lee Burchett

481

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

G-2 Approval to Accept a Gift-in-Kind from Cowboy Athletic Facilities, LLC

Mr. Weaver requested Board approval to accept a Gift-in-Kind from Cowboy Athletic Facilities, LLC, and develop an area within the OSU Athletic Village II area north of McElroy. He also requested approval for the President to enter into a Gift-in-Kind agreement with Cowboy Athletics, Inc., for the receipt of the project when it is completed, subject to review by Board Legal Counsel.

Regent Hall moved and Regent Watkins seconded to authorize Oklahoma State University to accept a Gift-in-Kind from Cowboy Athletic Facilities, LLC, and develop an area within the OSU Athletic Village II area north of McElroy, and to authorize the OSU President to enter into a Gift-in-Kind agreement with Cowboy Athletics, Inc., for the receipt of the project when it is completed, subject to review by Board Legal Counsel.

Regent Burns inquired specifically about the gift. Mr. Weaver said OSU will be gifted with some improvements on the north side of Phase II of the Athletic Village to build a memorial and green space. Regent Burns said his understanding is that OSU already has title to the property and the request is just accepting a gift of what will be built on the property. Mr. Weaver said this is correct.

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

G-3 Approval of Lease Agreement for Office Space

Mr. Weaver requested Board approval to enter into a lease agreement with the Bank NA for office space located at 1020 N. Boomer Road, Stillwater, Oklahoma, to house the creation of the

Center for Health Systems Innovation for the OSU Spears School of Business. He further requested Board approval to authorize the OSU President to execute the lease, subject to review by Board Legal Counsel.

Regent Anthony moved and Regent Link seconded to authorize Oklahoma State University to enter into a lease agreement with the Bank NA for office space located at 1020 N. Boomer Road, Stillwater, Oklahoma, to house the creation of the Center for Health Systems Innovation for the OSU Spears School of Business and to authorize the OSU President to execute the lease, subject to review by Board Legal Counsel.

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

G-4 Approval to Transfer Funds from 290 to 295

Mr. Weaver requested Board approval to transfer carryforward funds from Fund 290 (Educational and General Operations Revolving Fund) to Fund 295 (Capital Improvements Revolving Fund) in the amount of \$5.5 million for the OSU-OKC campus. This is in relation to the contract OSU-OKC has for the construction of a parking garage.

Regent Link moved and Regent Davis seconded to approve the transfer of carryforward funds from Fund 290 to Fund 295 in the amount of \$5.5 million as presented.

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

G-5 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 1101 West McElroy, Stillwater, Oklahoma. He further requested approval to allow the President, or his designee, to negotiate and execute the purchase agreement. He said this piece of property is the only piece of property that OSU does not own in that section of property where Monroe Street intersects with McElroy.

Regent Hall moved and Regent Anthony seconded to authorize Oklahoma State University to enter into a purchase agreement for real property located at 1101 West McElroy, Stillwater, Oklahoma, and to allow the President, or his designee, to negotiate and execute the purchase agreement.

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

H-1 Approval to Enter Into a Development Agreement for Athletic Village II Area North of McElroy

Mr. Weaver requested Board approval to enter into a development agreement with the City of Stillwater for the area known as Athletic Village II. He said this matter was discussed with members of the Fiscal Affairs Committee.

Regent Davis reported that the Committee met with the OSU administration to discuss the request pertaining to the development agreement with the City of Stillwater for real property located in the area known as Athletic Village II. The execution of this agreement is subject to Board Legal Counsel review. Regent Davis said the Committee acted to recommend approval of the administrative request as presented.

Regent Davis moved and Regent Link seconded to authorize the University to enter into a development agreement with the City of Stillwater for the area known as Athletic Village II, subject to review by Board Legal Counsel.

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

H-2 Approval to Grant Easements and Rights-of-Way to the City of Stillwater

Mr. Weaver requested Board approval to grant utility easements and street rights-of-way to the City of Stillwater for work relating to Athletic Village II construction and expansion. He said this is a companion item to H-1.

Regent Anthony moved and Regent Davis seconded to grant utility easements and street rights-of-way to the City of Stillwater for work relating to Athletic Village II construction and expansion as presented in the OSU Agenda.

Regent Watkins asked what streets will be closed. Mr. Weaver said it is basically the streets in the north Athletic Village area. Nigel Jones said it includes minor streets north of the Athletic Village area between Washington Street and Duck Street. Regent Burns asked if it will be south of Will Rogers School, and Mr. Weaver said this is correct. He said there is not much to be vacated on those streets.

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

H-3 Approval to Accept a Gift-in-Kind of Various Interior Renovations of Allie P. Reynolds Stadium

Mr. Weaver requested Board approval for Cowboy Athletic Facilities, LLC, to engage the services of a general contractor to renovate various areas within the Allie P. Reynolds Stadium. He further requested Board approval for the OSU President to enter into a Gift-In-Kind agreement with Cowboy's parent company, Cowboy Athletics, Inc., for the receipt of the project when it is completed, subject to Board Legal Counsel review.

Regent Hall moved and Regent Burns seconded to authorize Cowboy Athletic Facilities, LLC, to engage the services of a general contractor to renovate various areas within the Allie P. Reynolds Stadium and for the OSU President to enter into a Gift-in-Kind agreement with Cowboy's parent company, Cowboy Athletics, Inc., for the receipt of the project when it is completed, subject to review by Board Legal Counsel.

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

H-4 Approval to Ratify an Interim Board Approval for a Lease Agreement to Provide a Site for a Cell Tower

Mr. Weaver requested Board ratification of interim approval for a lease agreement with Crown Castle to provide a site for construction of a monopole cell tower on University property. Further, he requested Board ratification of interim approval to allow the OSU President to execute this lease, subject to Board Legal Counsel review.

Mr. Weaver said the tower will be located at the site of the old water tower north of campus. He said there will be a companion item in the purchasing section requesting permission to demolish the tower.

Regent Hall asked if the lack of cell service on game days is being addressed and if this problem is just isolated to game days. He asked what the core problem is regarding this matter. Mr. Weaver said AT&T and Verizon are having a hard time keeping up with the exponential growth of wireless and portable devices. OSU has had several conversations with AT&T, and they are trying to keep up with the demand. It is hoped that this monopole will be an improvement to the service. That is vital for cell phone usage because of its height and

proximity. Mr. Weaver said OSU will continue to monitor it and will try to put some antennas on this structure to help. Basically, OSU is experiencing growing pains. President Hargis said it is not just game days but also when classes change there are a lot of problems on campus. Mr. Weaver said when students exit out of the classroom buildings and check their devices, it is a huge volume at those times. Regent Burns asked if it is predicted when this can get under control. Mr. Weaver said the companies are promising they will address this problem, but they have been promising this for the last two years.

With respect to the monopole, Regent Anthony asked if this is exclusively AT&T's tower. He said many times several providers lease space on the cell towers. Mr. Weaver said there are a number of masts on the towers, and there will be a number on this one, as well. All providers that OSU currently works with will be taken care of. Regent Burns said it is a sensitive issue because students have become so dependent on their cell phones that it could have an impact on recruiting. Chairman Lester noted that several Regents at the meeting are using their tablets and that service, as well. Mr. Weaver said it is a delicate discussion, and it is expected that the vendors should provide the infrastructure. The temptation for an administrative officer is to build more towers using institutional funds, but it is really the providers' obligation to build that. It is OSU's duty to keep putting pressure on the providers to deliver.

Regent Hall moved and Regent Anthony seconded to ratify interim approval granted by the Chief Executive Officer for a lease agreement with Crown Castle to provide a site for construction of a monopole cell tower on University property and to allow the OSU President to execute the lease, subject to Board Legal Counsel review.

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

#### H-5 Approval to Execute an Agreement with Johnson Controls, Inc., for a Performance-based Energy Efficiency Contract

Mr. Weaver requested Board approval to execute an agreement with Johnson Controls, Inc. (JCI) for a performance-based energy efficiency contract and for the institution to enter into a financing agreement with Green Campus Partners, LLC. He said this item was discussed with members of the Fiscal Affairs Committee.

Regent Davis said the Committee met with the administration of OSU regarding this request. He said the amount of a contract with Johnson Controls will be \$1,929,661, and the financing agreement with Green Campus Partners would provide \$1,519,845 toward the project costs. This will be funded by cost savings, which will be guaranteed by Johnson Controls, Inc., to equal or exceed the related project costs. This project will result in significant energy savings for the



OSU-Tulsa campus. Regent Davis reported that the Committee acted to recommend Board approval of the administrative request.

Regent Davis moved and Regent Burns seconded to authorize Oklahoma State University to execute an agreement with Johnson Controls, Inc., for a performance-based energy efficiency contract for OSU-Tulsa, and to authorize the institution to enter into a financing agreement with Green Campus Partners, LLC, as presented.

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

I-1 Approval to Begin the Selection Process for On-Call Consultants to Provide Architectural, Landscape Architectural and Structural Engineering As-Needed Services

Mr. Weaver requested Board approval to begin the selection process for on-call consultants to provide architectural, landscape architectural, and structural engineering as-needed services to the OSU System and institutions governed by the Board. He said this item was also discussed with members of the Fiscal Affairs Committee.

Regent Davis said the Committee met with members of the OSU administration regarding this matter. He said the University's on-call consultants are currently selected for a one-year period renewable for two additional years. This approval will allow the on-call consultants to provide services as needed to the OSU System and institutions governed by the Board. Fees will be determined on a project-by-project basis. The Committee acted to recommend Board approval of the administrative request as presented.

Regent Davis moved and Regent Anthony seconded to authorize Oklahoma State University to begin the selection process for on-call consultants to provide architectural, landscape architectural, and structural engineering as-needed services to the OSU System and the institutions governed by the Board.

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

I-2 Approval to Extend the Terms of Certain On-Call Civil Engineering and Mechanical/Electrical/Plumbing Engineering Firms Currently Providing As-Needed Services

Mr. Weaver said this is a companion item to I-1 where OSU wants to sync these particular contracts with the previous item. This request is for the civil engineering firm and the mechanical/electrical/plumbing engineering firm. This was also discussed with members of the Fiscal Affairs Committee.

Regent Davis reported that the Committee discussed with the OSU administration the need to extend the terms of Cobb Engineering and Phillips and Bacon to provide on-call engineering and mechanical/electrical/plumbing services to the OSU System. This will synchronize the selection process. The Committee acted to recommend Board approval of the administrative request as presented.

Regent Davis moved and Regent Link seconded to extend the terms of the on-call Civil Engineering firm, Cobb Engineering, Oklahoma City, Oklahoma, and the Mechanical/Electrical/Plumbing Engineering firm, Phillips and Bacon, Tulsa, Oklahoma, for a one-year period as presented in the OSU Agenda.

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

J Approval of Purchase Request Items

Mr. Weaver presented the purchase requests and recommended their approval. (The purchase requests are listed on pages 8 and 9 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-9-14-12.) He said nine requests are listed--seven are new items and two are annual items that the Board has typically approved in the past.

Mr. Weaver reported that purchase request No. 1 is the first request involving outsourcing the functions of University operations. It involves a request to purchase refuse services from Republic Services, Inc. He said OSU has equipment that has exceeded its useful life, and it is time for OSU to get out of that business instead of incurring the costs of maintaining the equipment and vehicles. It is believed this will save OSU money for performing this service. Regent Anthony asked what the request entails. Mr. Rick Krysiak said Republic Services, Inc., owns the landfill by Yost Lake, and this is where OSU currently takes all of its refuse.

Regent Burns moved and Regent Watkins seconded to approve the sole source and special request items as listed in the OSU Agenda (purchase requests Nos. 1-4, page 8, OSU Agenda).

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

Balance of Purchase Requests

Regent Link moved and Regent Hall seconded to approve the balance of the purchase requests, subject to the availability of funds and/or the limitations of the budget.

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

President Hargis reminded everyone that a ribbon-cutting ceremony for the Student Union is scheduled for 1:00 p.m. at the east end of the plaza of the Student Union. It will be a very festive and happy occasion.

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

**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 Tom J. Johnson, Associate Athletic Director of Ticket Operations, Athletics, was claimed by death on July 30, 2012; and

WHEREAS, Mr. Johnson, by his loyalty, attention to duty, and faithful performance rendered service as a staff member of Oklahoma State University from March 2, 1998, to the date of his death, July 30, 2012, 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. Johnson 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. Johnson.

Adopted by the Board the 14th day of September 2012.



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Andy Lester, Chair

September 14, 2012

Public Comments

Chairman Lester 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.

September 14, 2012

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES  
MEETING OF SEPTEMBER 14, 2012

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

Fiscal Affairs Committee

(Business discussed by the Fiscal Affairs Committee was presented during the business of Connors State College and Oklahoma State University.)

Presidential Evaluation Process Special Committee

Regent Anthony reported that the Committee had its first meeting yesterday afternoon and had a good discussion on how to improve the presidential evaluation process. The Committee will continue to work on this over the next few months and will develop some recommendations for the Board. Regent Anthony hastened to assure all of the presidents that there is no ulterior motive in this process and is something the Regents have discussed for several years. It is only an effort to help the presidents do a better job and improve their success.

Policies and Procedures Review Task Force

Chairman Lester reported that the recently formed Policies and Procedures Review Task Force held its first meeting yesterday in Stillwater. The Task Force had an excellent discussion led by Regent Link, Chairman of the Task Force. He said everyone feels a keen responsibility to the main stakeholders at all of the A&M institutions and the citizens of the State of Oklahoma, in general. The Task Force is charged with reviewing the policies and procedures and recommending appropriate revisions so that what happened at Penn State University never happens at any of the A&M institutions. Chairman Lester said he believes this important endeavor will enable the Regents to do a better job of governance and oversight and thereby prevent wrongdoing and respond promptly and appropriately to incidents of misconduct. He said this Board has made clear that it will have zero tolerance for illegal, immoral, or unethical conduct on the campuses. He said the Task Force is scheduled to meet again in about a month.

Revisions to Board Rule 30:1-1-7. Committees

Mr. Ramsey said in the Board folders is a revised Board Rule 30:1-1-7. The revisions provide clear language with regard to the standing committees of the Board of Regents and the

September 14, 2012

responsibilities of those committees. (The revised Board Rule 30:1-1-7 is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Chairman Lester said his understanding is that the revised Board Rule does not change any of the Board's practices, and Mr. Ramsey agreed and said it just puts the Board's practices into policy.

Regent Anthony moved and Regent Hall seconded to approve the revised Board Rule 30:1-1-7 as presented.

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

#### Board Committee Structure

Mr. Ramsey said included in the Board folders is a copy of the Board Committee Structure appointed by Chairman Lester to be effective today and the description of the functions and responsibilities of the various Board committees. This reflects the revisions that were just approved by the Board and also includes the membership of the Presidential Evaluation Process Special Committee. He asked that this information be placed in the official minutes of the meeting. (A copy of the Board Committee Structure is attached to this portion of the minutes as ATTACHMENT B and considered a part of these minutes.)

#### Adjournment

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

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

OAC 30:1

BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES**30:1-1-7. Committees**

There are three standing committees of the Board of Regents. The Board Chairman appoints the membership of each of these standing committees, including the committee chairman. Following is a brief description of the functions and responsibilities of the three standing committees of the Board of Regents.

**1. ACADEMIC AFFAIRS, POLICY AND PERSONNEL**

This committee considers appropriate matters relating to development or review of academic policies and programs and governmental policies of the Board of Regents and/or the institutions under the Board's jurisdiction. It also considers matters relating to personnel under the jurisdiction of the Board and universities and colleges governed by the Board.

**2. FISCAL AFFAIRS AND PLANT FACILITIES**

This committee assumes responsibility when appropriate or necessary on behalf of the Board for matters relating to fiscal management including internal and external audit functions of the Board and/or the institutions governed by the Board and to the construction, maintenance and operation of physical facilities including consideration related to all real estate.

**3. PLANNING AND BUDGETS**

This committee considers appropriate matters relating to short- and long-range planning, assessment of institutional resources, and development and administration of budgets.

Special committees may be appointed as the Chairman of the Board directs. The Board Chairman appoints the special committee chairman. Special committees cease to exist when discharged by the Board Chairman from further consideration of the subject.

The Board Chairman and the Chief Executive Officer shall serve as non-voting, ex officio members of all standing and special committees.

(Amended 09-14-12)



COMMITTEE STRUCTURE\* OF THE A&M BOARD OF REGENTS  
AS APPOINTED BY CHAIRMAN ANDY LESTER

September 14, 2012

NOTE: All committee meetings must be scheduled through the Chief Executive Officer of the Board to ensure continuity of information through the Regents' executive office, compliance with the open meeting law, etc.

1. **ACADEMIC AFFAIRS, POLICY AND PERSONNEL**

|                        |                                       |
|------------------------|---------------------------------------|
| Tucker Link, Chairman  | Andy Lester (non-voting, ex officio)  |
| Calvin Anthony, Member | Jason Ramsey (non-voting, ex officio) |
| Doug Burns, Member     |                                       |

2. **FISCAL AFFAIRS AND PLANT FACILITIES**

|                      |                                       |
|----------------------|---------------------------------------|
| Rick Davis, Chairman | Andy Lester (non-voting, ex officio)  |
| Joe Hall, Member     | Jason Ramsey (non-voting, ex officio) |
| Jay Helm, Member     |                                       |

3. **PLANNING AND BUDGETS**

|                     |                                       |
|---------------------|---------------------------------------|
| Joe Hall, Chairman  | Andy Lester (non-voting, ex officio)  |
| Jim Reese, Member   | Jason Ramsey (non-voting, ex officio) |
| Lou Watkins, Member |                                       |

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**SPECIAL COMMITTEE**

**PRESIDENTIAL EVALUATION PROCESS**

|                          |                                       |
|--------------------------|---------------------------------------|
| Calvin Anthony, Chairman | Andy Lester (non-voting, ex officio)  |
| Rick Davis, Member       | Jason Ramsey (non-voting, ex officio) |
| Tucker Link, Member      |                                       |

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\* For description of committee functions and responsibilities, see attached page.

BRIEF DESCRIPTION OF COMMITTEE FUNCTIONS AND RESPONSIBILITIES  
TO THE BOARD OF REGENTS AND TO THE INSTITUTIONS GOVERNED BY THE BOARD

1. **ACADEMIC AFFAIRS, POLICY AND PERSONNEL**

This committee will consider appropriate matters related to development or review of academic policies and programs and governmental policies of the Board of Regents and/or the institutions under the Board's jurisdiction. It will also consider matters related to personnel under the jurisdiction of the Board and universities and colleges governed by the Board.

2. **FISCAL AFFAIRS AND PLANT FACILITIES**

This committee will normally assume responsibility when appropriate or necessary on behalf of the Board for matters related to fiscal management including internal and external audit functions of the Board and/or the institutions governed by the Board and to the construction, maintenance and operation of physical facilities including consideration related to all real estate.

3. **PLANNING AND BUDGETS**

This committee will consider appropriate matters related to short- and long-range planning, assessment of institutional resources, and development and administration of budgets.

4. There is currently one special committee of the Board that will continue to function until it is believed that the mission of the committee has been accomplished. This committee is:

**PRESIDENTIAL EVALUATION PROCESS**

MEETING OF THE A & M BOARD OF REGENTS

**September 14, 2012**

The Council Room  
412 Student Union  
Oklahoma State University  
Stillwater, 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 August 1, 2012.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of July 27, 2012

**DATES OF NEXT REGULAR MEETINGS**

For **Information** Purposes Only:

October 26, 2012 -- Muskogee, Oklahoma – CSN/NSU Campus, 2400 West Shawnee,  
Connors State College

For **Consideration** of Approval:

November 30, 2012 -- Langston, Oklahoma – Scholars Inn Clubhouse,  
Langston University

Calendar Year 2013 Regular Board Meetings Schedule

**BUSINESS WITH COLLEGES AND UNIVERSITIES**

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

**PUBLIC COMMENTS**

**COMMITTEE REPORTS**

Academic Affairs, Policy and Personnel Committee  
Fiscal Affairs and Plant Facilities Committee  
Planning and Budgets Committee  
Presidential Evaluation Process Special 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: September 14, 2012

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

PLACE: The Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 12, 2011, AND AUGUST 1, 2012.

Business:

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of July 27, 2012
- Approval of meeting on November 30, 2012
- Approval of Calendar Year 2013 Regular Board Meetings Schedule
- Reports/comments/recommendations by Board Chairman

### **OKLAHOMA PANHANDLE STATE UNIVERSITY**

- General Information/Reports Requiring No Action By the Board  
Enrollment and housing report
  
- 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 Business Unforeseen At Time Agenda Was Posted

\* The Board will have breakfast on Friday, September 14, 2012, at 7:30 a.m. in Suite 1600, Student Union, Oklahoma State University, Stillwater, Oklahoma, with OSU President Burns Hargis and possibly other OSU administrators for informal discussion. Various subjects may come up for discussion, but President Hargis has 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 Suite 1600.

- Other Informational Matters Not Requiring Action of the Board at this Meeting
  - OPSU golfer named a Cleveland Golf/Srixon All-American Scholar
  - OPSU women's basketball team honored as the 2012 NCAA Division II Statistical Three-Point Champion
  - OPSU women's volleyball team receiving The American Volleyball Coaches Association Team Academic Award
  - August President's Update
  - Out-of state travel summary

### **CONNORS STATE COLLEGE**

- General Information/Reports Requiring No Action By the Board
  - Personal remarks by President Faltyn
  - Connors Connection
  - Enrollment update
- Policy and Operational Procedures
  - Approval to award a posthumous degree
  - Approval of revised Connors State College ADA Handbook
- 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.
- Other Business and Financial Matters
  - Approval to accept a donation of real property
  - Approval of Campus Master Plan 2025
  - Authorization to change the function of Holloway Hall
  - Approval to dedicate and name the President's Home
- New Construction or Renovation of Facilities
  - Approval to begin the consultant selection process for a Construction Manager At Risk to assist the College in the design and construction of renovations to the A. D. Stone Student Union Building
  - Approval to begin the consultant selection process for an Architect to assist the College in the design and construction of a new Nursing and Allied Health Building
  - Approval to begin the consultant selection process for a Construction Manager At Risk to assist the College in the design and construction of a new Nursing and Allied Health Building
- 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 reports

**NORTHEASTERN OKLAHOMA A&M COLLEGE**

- General Information/Reports Requiring No Action By the Board
  - President's remarks
  - Fall enrollment and dorm occupancy report
  
- 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.
  
- Other Business and Financial Matters
  - Approval to expend grant funds according to the grant guidelines for the Title III Grant, Part A, and the Student Support Services Grant
  
- 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
  - Establishment of a Premium Livestock auxiliary account to purchase seven bred registered heifers
  - Out-of-state travel summaries

**LANGSTON UNIVERSITY**

- General Information/Reports Requiring No Action By the Board
  
- Policy and Operational Procedures
  - Approval of new Cell Phone Allowance 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 a grant from the United States Department of Agricultural/Federal Assistance Program
  - Approval to accept continuation grants from the United States Department of Education
  
- Contractual Agreements (other than construction and renovation)
  - Approval to enter into affiliation agreements with facilities for the training of Nursing & Health Administration and Physical Therapy students
  - Ratification of interim approval to execute a contract between Langston University and Sankofa Middle School of Creative and Performing Arts, Inc.
  
- 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

### **OKLAHOMA STATE UNIVERSITY**

- General Information/Reports Requiring No Action By the Board  
Opening comments by President Hargis
- Resolutions  
Adoption of Memorial Resolution for Tom J. Johnson
- Policy and Operational Procedures  
Approval of revisions to Oklahoma State University Policy #4-0130 “Conflict of Interest”  
Approval to amend Board of Regents Policy 2.16 Use of OSU Physical Plant Services
- 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.
- Instructional Programs  
Approval of program modification
- Other Business and Financial Matters  
Approval of peace officers’ actions  
Approval to accept a gift-in-kind from Cowboy Athletic Facilities, LLC  
Approval of lease agreement for office space  
Approval to transfer funds from 290 to 295  
Approval to enter into a purchase agreement for real property
- Contractual Agreements (other than construction and renovation)  
Approval to enter into a development agreement for Athletic Village II area north of McElroy  
Approval to grant easements and rights-of-way to the City of Stillwater  
Approval to accept a gift-in-kind of various interior renovations of Allie P. Reynolds Stadium  
Approval to ratify interim Board approval for a lease agreement to provide a site for a cell tower  
Approval to execute an agreement with Johnson Controls, Inc., for a performance-based energy efficiency contract
- New Construction or Renovation of Facilities  
Approval to begin the selection process for on-call consultants to provide Architectural, Landscape Architectural, and Structural Engineering as-needed services  
Approval to extend the terms of certain on-call Civil Engineering and Mechanical/Electrical/Plumbing engineering firms currently providing as-needed services

- 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

### **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.

Presidential Evaluation Process Special Committee

Fiscal Affairs Committee

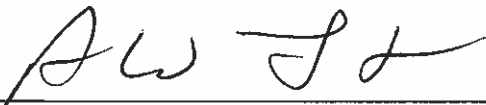
### **OTHER BOARD OF REGENTS' BUSINESS**

- General Information/Reports Requiring No Action By the Board
- 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 of revisions to Board Rule 30: 1-1-7. Committees
- Reports/comments/recommendations by Chief Executive Officer  
Board Committee Structure
- Reports/comments/recommendations by General Counsel
- Reports/comments/recommendations by Director of Internal Audits
- New Business Unforeseen At Time Agenda Was Posted

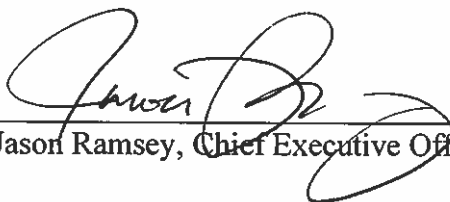


September 14, 2012

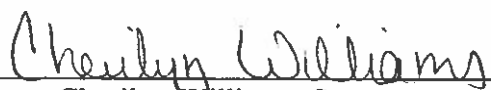
BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

By:   
Andy Lester, 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 October 26, 2012.

  
Cheryl Williams, Secretary