

# MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL  
COLLEGES

for the

JANUARY 24, 2014

Regular Board Meeting

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

January 24, 2014

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES, JANUARY 24, 2014

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 10, 2013.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the State Room of the Hospitality Services Building on the campus of OSU Institute of Technology-Okmulgee, Okmulgee, Oklahoma, on January 24, 2014.

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

Absent: None.

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. Steve Stephens, General Counsel; Mr. Cecil F. Strande, Director of Internal Audits; Ms. Shari Brecht, Administrative Associate; and Ms. Cheryl 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 10:00 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE COLLEGES  
MEETING OF JANUARY 24, 2014

Order of Business

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

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

January 24, 2014

Approval of Minutes

Regent Lester moved and Regent Watkins seconded to approve the minutes of the December 6, 2013, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Approval of Future Board Meetings

Chairman Link announced that the next regular meeting of the Board of Regents is scheduled to convene on March 7, 2014, in the Council Room, 412 Student Union, on the campus of Oklahoma State University, Stillwater, Oklahoma. In addition, a meeting is scheduled to convene on April 25, 2014, on the Three Rivers Port Campus, 2501 N. 41<sup>st</sup> Street East, Connors State College, Muskogee, Oklahoma. Chairman Link asked for a motion to confirm this meeting.

Regent Anthony moved and Regent Reese seconded to approve the meeting scheduled for April 25, 2014, on the Three Rivers Port Campus, 2501 N. 41<sup>st</sup> Street East, Connors State College, Muskogee, Oklahoma.

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

January 24, 2014

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 expressed appreciation to President Bill Path, his wife, Deb, and the staff and students for the outstanding hospitality. He said the dinner last evening was tremendous.

Dr. Bryant reported that the Oklahoma Bond Authority sale of bonds for the refunding request for the Aggie Apartments, LLC, in the amount of \$5,800,000 is scheduled for the end of February or first of March, 2014. He said the agenda states the end of January; however, as of yesterday it appears this will be moved to a later date.

Dr. Bryant also reported that the Noble Center roof repairs are scheduled for March, 2014, and he is very glad to get that project underway.

With respect to spring enrollment, Dr. Bryant reported that OPSU is tracking close to last year. As of this morning, headcount enrollment is 3.7 percent ahead of last spring, and credit hours are .1 percent ahead. The preliminary spring enrollment figures will be locked in next week, and the figures will be reported to the Oklahoma State Regents for Higher Education. Dr. Bryant said he anticipates that OPSU will lose a few credit hours between now and then, but it will still be very close to the numbers reported.

Other items of information include OPSU junior Katy Doke and her horse bringing home their second national championship earning the Collegiate Year End Title at the National Versatility Ranch Horse Association's National Finals; the OPSU Equestrian Team being named Reserve Champion Team for day one of the Intercollegiate Horse Show Association show; and the success of the OPSU Computer Information Systems students who recently won their 100<sup>th</sup> top ten finish in regional and national competitions, which includes five national championships and seven regional championships.

Energy Conservation and Utility Maintenance Contract

Dr. Bryant requested Board approval to purchase services for energy conservation and utility maintenance. He said this agreement will replace the existing service agreement with Johnson Controls, Inc. In addition to energy conservation and utility maintenance, the proposed agreement will include ongoing utility consulting services, inspections, and training of OPSU staff. Dr. Bryant said the proposed agreement will be for one year with the option to renew annually for additional one-year periods by mutual agreement. He said OPSU will use the regular bidding process regarding this request.

Regent Anthony moved and Regent Reese seconded to authorize Oklahoma Panhandle State University to bid and purchase services for energy conservation and utility maintenance as presented.

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

January 15, 2014

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

1. The Oklahoma Bond Authority sale of bonds for the refunding request for the Aggie Apartments, LLC in the amount of \$5,800,000 is scheduled for the end of January 2014.
2. The Noble Center roof repairs are scheduled for March 2014.

Part B---Resolutions

None

Part C---Policy and Operational Procedures

None

Part D---Personnel Actions

None

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)

Board approval is requested to purchase services for energy conservation and utility maintenance. This agreement will replace the existing service agreement with Johnson Controls, Inc. In addition to energy conservation and utility maintenance, the proposed agreement will include on-going utility consulting services, inspections, and training. The proposed agreement will be for one year with the option to renew annually for additional one-year periods by mutual agreement. (bid)

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 junior Katy Doke and her horse, "Mr. Chics Dig It", brought home their second national championship, earning the Collegiate Year End Title at the National Versatility Ranch Horse Association's National Finals in Queen Creek, Arizona.
2. The OPSU Equestrian Team competed in the Intercollegiate Horse Show Association show at Lincoln, Nebraska and was named the Reserve Champion Team for day one of the event.
3. OPSU Computer Information Systems students recently won their 100<sup>th</sup> top 10 finish in Association of Information Technology Professionals regional and national competition. Among these awards are five national championships and seven regional championships.
4. The December and January President's Update Newsletters are attached.
5. The November & December 2013 Summary of Out-of-State Travel report is attached.
6. The FTE report for the quarter ending December 31, 2013 is attached.

Respectfully submitted,



David A. Bryant  
President

# President's Update

A monthly newsletter from the Office of the President

December 2013

## Campus Events

- Dec. 2** Women's Basketball vs. SWOSU, 5:30 p.m.
- Dec. 3** SOEA Winter Bake Sale
- Dec. 3** Faculty & Staff Holiday Luncheon, 11:30 a.m.-1 p.m., Ballroom
- Dec. 3** Band & Choir Concert, 7:30 p.m., Centennial Theatre, Free
- Dec. 5** Women's Basketball vs. St. Mary's, 5:30 p.m.
- Dec. 7** Women's Basketball vs. Texas A&M International, 2 p.m.
- Dec. 9-12** Finals
- Dec. 16** Final grades due at noon
- Dec. 24-** OPSU will close for the holidays  
**Jan. 2** beginning Dec. 24 and will reopen Jan. 2.
- Jan. 9** Women's Basketball vs. UA-Ft. Smith, 5:30 p.m.  
Men's Basketball vs. UA-Ft. Smith, 7:30 p.m.
- Jan. 11** Women's Basketball vs. Rogers State, 1 p.m.  
Men's Basketball vs. Rogers State, 3 p.m.
- Jan. 12** Men's Basketball vs. Arlington Baptist College, 2 p.m.
- Jan. 13** Back-to-School Breakfast  
Serving begins at 7:30 a.m. and meeting begins at 8 a.m.
- Jan. 15** Classes begin

Congratulations to Junior **Katy Doke** and her horse, "Mr. Chics Dig It" (RJ). They traveled to Queen Creek, Arizona to compete in the National Versatility Ranch Horse Association's National Finals and brought home their second National Championship, earning the Collegiate Year End title.

Pianist and OPSU music instructor, **Dr. Michael Rector**, just returned from a successful concert tour in Korea. Rector and his wife, pianist **Sylvia Hong**, performed for the opening ceremony of the new Far East Broadcasting Company headquarters building in Seoul. In addition to the FEBC celebrations, Michael and Sylvia presented concerts and master classes in piano and chamber music at local universities.

The annual Interscholastics FFA Contest was held on Nov. 12. Sixteen Career Development Events (CDE's) plus 11 speech contests were conducted on the Oklahoma Panhandle State University campus as well as the school farm to host more than 550 contest entries. Teams came from across the states of Oklahoma, Kansas and Colorado to compete against fellow future leaders of the agriculture industry.

The OPSU Teacher Education Program had six student teachers serving a semester-long internship in area schools this fall. All six of our student teachers have received "above average" to "high praise" for their internships this fall from their cooperating teachers.

As part of an Argentine Exchange Program, OPSU student, **Eldi Barrios**, had the experience of a lifetime last semester when she traveled to Argentina for classes at Universidad Nacional de Villa Maria (UNVM). This semester, UNVM student, **Fausto Vercellino** is taking classes at OPSU.



## OPSU Featured Faces

It's 5 a.m. on a Monday morning in November and the temperature is in the teens. Across the campus of OPSU sounds of shovels moving snow and scraping ice can be heard. Skip eight months ahead on the calendar and you will find the same crew mowing grass in 100+ degree weather. For many visiting OPSU, the beauty of the campus is the first thing that captures their attention. Snow or sun, the hard working employees of the OPSU Grounds Crew under the supervision of Ray Ortiz are busy keeping OPSU looking its best!

The crew maintains all University property aside from the school farm. Not only does this include the entire campus area, but also the sports fields, golf course, sewer lagoon, and the Married Student Housing/Aggie Annex Apartments. They also do work at the Goodwell Garden Park as well as the No Man's Land Museum.

In the warmer months, employees of the Grounds Crew can be seen around campus mowing, spraying, and fertilizing. The winter months are the perfect time for equipment maintenance and storage clean-up when there isn't snow or ice on the ground. The crew does daily trash clean-up around campus.

Additional duties range from the installation and maintenance of campus sprinkler systems to grooming trees. Ortiz and his guys work all campus events from the Annual Chili Cook-off to the Commencement barbecue. They can also be seen preparing the football field for home games. From painting crosswalks to hanging Christmas lights, the Grounds Crew works hard to keep OPSU looking great all year around.

Ortiz is currently in his fourth year as OPSU Ground Maintenance, Motor Pool and Storage supervisor. When complimented about the campus looking great, Ortiz is quick to credit the guys working for him as well as the support of Dr. Bryant, Larry Peters and Bob Scott. Ortiz said "I get the compliments, but I couldn't do it without the guys."

Mike Lamar is the crew leader with 10 years of experience. Other team members include Manuel Cazares, Jose Cazares, Jose Magallanes and Keith Englishbey. Robert Lamar works in the Motor Pool as a Maintenance Repairman.



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*David A. Bryant*  
David A. Bryant, President

# President's Update

A monthly newsletter from the Office of the President

January 2014

## 2013 in Review

The **61st Annual Oklahoma Panhandle State University Performance Tested Bull Sale** was held February 18, 2013. Fifty-two bulls brought \$142,100 for an average of \$2732.69.

As part of an ongoing exchange program, OPSU student **Eldi Barrios** traveled south at the beginning of February to attend **Universidad Nacional de Villa Maria (UNVM)** located in Córdoba Province, Argentina. Buenos Aires native, **Fausto Vercellino**, completed a semester of classes at OPSU during the 2013 fall semester.

The rodeo team had a record-breaking **11th Annual Doc Gardner Memorial Top Hand Auction**. Approximately \$30,000 was raised which will be used to provide practice livestock, feed and facility upkeep for the team throughout the year.

In April, as part of the “**Rails to Our Future**” exhibit at the No Man’s Land Museum, a reception was held at the OPSU Student Union Ballroom featuring the Harvey House Blue Plate Special Meal.

Eleven Oklahoma Panhandle State University students earned 12 state championship honors at the **2013 Oklahoma FBLA-PBL State Leadership Conference** held at the John Hammond Convention Center April 4-6, and in addition, advisor **Sara Hitch** took home the **Outstanding Local Chapter Advisor** plaque.

Oklahoma Panhandle State University, the **Guymon Chamber of Commerce** and **Main Street Guymon** were among the 27 business and higher education partnerships throughout the state that were recognized in April for innovative collaborations that strengthen Oklahoma’s workforce. The partnership between OPSU, the Guymon Chamber of Commerce and, more recently, Main Street Guymon, provides a variety of collaborations that benefit community and workforce development.

Virginia Frantz, Allen McCloy and Steven Smith were all inducted into the **2013 Alumni Ambassador Hall of Fame**.

Oklahoma Panhandle State University graduate, **Owen Larson** paired countless hours of service in OPSU organizations and activities with academic excellence to be named the **2013 recipient of the J.R.P. Sewell Award** at OPSU commencement exercises on May 18, 2013.

Oklahoma Panhandle State University’s **Dr. Sara Jane Richter** was honored at the Oklahoma State Historic Preservation Office Conference in June for her research and work on the Hay Meadow Massacre. Richter received the **2013 Citation of Merit**, an award that recognizes Oklahomans who preserve the State’s heritage.

Staying true to the Panhandle winning tradition, the **OPSU Men’s Rodeo Team** brought yet another **National Team Championship** back to Goodwell. Joe Frost captured the Reserve Champion All-Around Cowboy title. Saddle Bronc Riders Joe Harper and Jake Watson finished second and third in the event’s national standings. Dusty Moore finished eighth in the steer wrestling. With the combined effort of these cowboys along with fellow qualifiers Allen Boore and Jeff Bertus, OPSU was able to clench its fifth men’s team championship.

**OPSU Assistant Rodeo Coach Robert Etbauer** was named the **Central Plains Coach of the Year** and his horse “**Rambo**” was named **Horse of the Year** for the second consecutive year.

Sidearm Sports and the **OPSU Office of Sports Information** launched a new website exclusive to Aggie athletics in June.

Oklahoma Panhandle State University, in conjunction with the Oklahoma State University Extension office in Guymon, hosted the **5-state Women in Ag Conference** on the OPSU campus. Approximately 75 participants attended educational sessions and learned about a variety of topics.

After qualifying in April for the opportunity to compete at nationals, 12 members of Oklahoma Panhandle State University's Phi Beta Lambda (PBL) club traveled to Anaheim, Calif. for the **2013 FBLA-PBL National Leadership Conference** held June 22-25, 2013, at the Hilton Anaheim and returned to the Panhandle with five top 10 national awards!

After 31 years as an accounting teacher at OPSU, **Linda Tapp** retired in July. Owing her own CPA firm in Boise City, Linda had an in-depth understanding of the material she taught in the classroom.

Oklahoma Panhandle State University awarded a **record high number of degrees for the 2012-2013** year with a total of 311. The record total was a result of 230 bachelor's degrees and 81 associate's degrees.

The **OPSU Volleyball team** maintained their strong commitment to academic success by receiving the **AVCA Team Academic Award** for the 2012-2013 season completing their fourth consecutive year to do so. The award honors collegiate and high school volleyball teams that display excellence in the classroom by maintaining at least a 3.30 cumulative team grade-point average on a 4.0 scale throughout the academic year.

OPSU's **HALO** (Hispanic American Leadership Organization) hosted the annual **Noche de Gala** banquet on October 22. The banquet is a culmination of the activities HALO sponsors throughout Hispanic Heritage Month.

Oklahoma Panhandle State University men's golfer **Trent Combs** was named by the Golf Coaches Association of America to the **Cleveland Golf/Srixon All-America Scholar** list for the second straight year.

Senior **Gideon Busienei** earned all-conference honors as he finished 17th overall at the Heartland Conference Cross Country Championships.

Combining the efforts of the **13th Annual Paul Farrell Memorial Art Auction** and the **Dorm of Doom**, the OPSU Art Department and Images Art Club raised over \$21,000 to benefit the art students.

The "**Doc**" Gardner Family was selected by the Panhandle State Association of Alumni and Friends as the **2013 Honored Family**. Richard Lynn Gardner known to many as "Doc" was an OPSU

professor and rodeo coach for more than 30 years.

**OPSU Assistant Rodeo Coach, Robert Etbauer**, along with his brothers Billy and Dan, was inducted into the **Rodeo Hall of Fame** in Oklahoma City at the National Cowboy and Western Heritage Museum.

**2013 Aggie Hall of Fame** inductees included Gib Dolezal, Thomas Rollison, and the 1982-83 Men's Basketball team.

The **OPSU Fire Protection Safety Training** program students and the **OPSU Emergency Medical Technology** students participated in live fire training at the Guymon Fire Department's training tower in October.

The **Panhandle State Foundation Distinguished Contributors** for 2013 were recognized at the annual donor appreciation banquet in November. Thank you to **Troy Morris and the Jordan-Quinn Post #1203 VFW** for their continued support.

Junior **Katy Doke** and her horse, "Mr. Chics Dig It" (RJ) traveled to Queen Creek, Arizona to compete in the National Versatility Ranch Horse Association's National Finals. The duo brought home their second National Championship, earning the **Collegiate Year End** title.

**OPSU Computer Information System (CIS)** students recently won their **100th top 10** finish in Association of Information Technology Professionals (AITP) Regional and National Competitions. Among these awards are five National Championships and seven Regional Championships.

OPSU's chapter of the **Student Oklahoma Education Association (SOEA)** received the **Outstanding Chapter, Outstanding Class Grant, Outstanding Local Leader (Kirstin Rodriguez)** and **Outstanding Advisor (Jerry Mihelic)** for the 2012-2013 school year.

In December, the **OPSU Music Department** spread Holiday cheer with the Concert Band, Chamber Singers and Concert Choir performing a concert in Centennial Theatre.

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**David A. Bryant, President**

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Nov-Dec2013  
MONTH

FUND SOURCE	FY14		FY13		FY14		FY13	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	27	\$ 5,795.84	9	\$ 2,294.83	75	\$ 22,007.23	54	\$ 18,434.58
FEDERAL					0	\$ -		
PRIVATE								
AUXILIARY	1	\$ 302.47	2	\$ 926.24	12	\$ 2,500.35	7	\$ 2,824.23
OTHER		\$ -		\$ -				
TOTAL	28	\$ 6,098.31	11	\$ 3,221.07	87	\$ 24,507.58	61	\$ 21,258.81

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE EMPLOYEE REPORT

TO: THE GOVERNOR OF OKLAHOMA, THE PRESIDENT PRO TEMPORE OF THE OKLAHOMA SENATE,  
AND THE SPEAKER OF THE OKLAHOMA HOUSE OF REPRESENTATIVES  
*DA Bryant*  
PRESIDENT

FROM: OKLAHOMA PANHANDLE STATE UNIVERSITY

SUBJECT: FTE EMPLOYEE REPORT FOR FISCAL QUARTER ENDING 12/31/13

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

	FTE EMPLOYEE CATEGORIES										TOTAL FTE	
	EDUC. AND GEN. BUDGET PART I		EDUC. AND GEN. BUDGET PART II		AGENCY ACCOUNTS OTHER		SUB-TOTAL		OTHER			
	FACULTY	STUDENT	FACULTY	STUDENT	FACULTY	STUDENT	FACULTY	STUDENT	REGULAR	STUDENT		
CURRENT QTR	57	54	23	0	1	1	0	4	11	57	35	151
PRIOR QTR	27	52	11	0	0	0	0	4	9	27	20	103
INC (DEC)	30	2	12	0	1	1	0	0	2	30	15	48
PRIOR FY	55	52	24	0	1	1	1	4	14	56	39	152



January 24, 2014

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. Kent Smith, President; Dr. Clyde Montgomery, Vice President for Academic Affairs; and Dr. Sharron Burnett, Vice President for Fiscal and Administrative Affairs, 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 he would also like to thank Dr. Path for the wonderful dinner and the continued creativity. He said this is only his second visit to the OSUIT campus, and it certainly gets better and more creative each time he is here.

With respect to enrollment, Dr. Smith said as of yesterday Langston's retention rate of its freshman class was 76 percent. He noted that last year the freshman retention rate was 60 percent. Dr. Smith said the goal was 75 percent.

With respect to enrollment for the fall semester, Dr. Smith said as of this morning Langston has 6,385 applications for next year's class. For all of last year Langston had 6,900 applications, which almost doubled the record of any that Langston ever had in the history of the University. He said this compares to approximately 500 applications this same time last year. In addition, Langston has more than 210 transfer applications from students who wish to transfer from other institutions. With a lot more hard work and continued creativity, Dr. Smith said he hopes to stand before the Board in September and report that Langston has another record enrollment. At this point Langston is making plans because if this enrollment trend continues Langston will have to open up Young Hall. Langston was about 6 to 8 students away last year from opening up Young Hall, which has not been utilized in many years.

Dr. Smith provided a publication to the Regents entitled, "Repositioning HBCUs for the Future." This was produced by the Association of Public and Land-Grant Universities. He said the publication addresses what HBCUs must do to not only be relevant but to thrive in the next 20 years, and he said he believes that Langston University is positioning itself in numerous ways to thrive.

Approval of Academic Services Fees

Dr. Smith presented the requests for changes to its Academic Services Fees. One is a new request to establish a Nursing Simulation Lab Fee, and the other two requests involve increases to existing fees. He requested approval of the fees as presented.

Regent Davis said the Academic Affairs, Policy and Personnel Committee met with the administration of Langston University regarding approval of the Academic Services Fees, effective Fall 2014. He said the Committee acted to recommend Board approval of the fees as presented. Regent Davis said he appreciates not only the administration of Langston University

but the other institutions as well for their availability this past week to discuss questions from the Committee members regarding the proposed fees.

Regent Davis moved and Regent Lester seconded to approve the changes to Langston University's Academic Services Fees as presented.

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

### Personnel Actions

Dr. Smith highlighted the personnel actions as listed in the Langston Agenda and requested approval.

Dr. Smith noted the request to employ Koshia Silver as Director of Public Relations. He said she is present at the meeting, and he asked her to stand and be recognized. He said Ms. Silver comes to Langston from the University of Central Oklahoma where she was the Director of Public Relations for the College of Business. He noted that she already has some ideas for Langston and is currently working on a design to be displayed at the Will Rogers World Airport in Oklahoma City.

Dr. Smith also referenced the personnel action regarding the change in salary for Dr. Corey Moore, Department Chair/Professor/Research Director of Rehabilitation Counseling. Dr. Smith said Dr. Moore and his team secured a \$4.3 million grant, which is a very significant grant and is believed to be the largest ever secured by Langston. The grant will pay for a portion of Dr. Moore's salary.

Regarding the request to reappoint Head Football Coach Dwone Sanders, Dr. Smith reported that Coach Sanders was chosen as *The Oklahoman's* Coach of the Year. This is very significant for Langston University.

Regent Lester moved and Regent Reese seconded to approve personnel actions D.2.-D.6 as listed in the Langston Agenda.

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

Balance of Agenda

Regent Hall 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, Milner, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.

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

**BOARD OF REGENTS FOR THE OKLAHOMA 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:**
  - 1. Approval is respectfully requested for Langston University to make the following changes to our Academic Service Fees:
    - a. Establish a Nursing Simulation Lab Fee of \$25.00 per course to cover the maintenance and repair costs of four (4) specialized simulators used in nursing laboratories. The simulators are extensively used and require consistent maintenance and upkeep in order to provide the appropriate simulation experience for our students. This request may be viewed in Attachment A.
    - b. Increase Nursing Clinical Testing Fees from \$53.00 to \$60.00 for classes related to clinical education. This requested is necessitated by the change in testing companies utilized, as the integrity of testing from the previous company was compromised. This request may be viewed in Attachment A.
    - c. Increase Nursing Liability Insurance Fee from \$10.00 to \$13.50 to cover the increased cost of liability insurance required for nursing students. This request may be viewed in Attachment A.

**D. PERSONNEL ACTION:****1. FOR INFORMATIONAL PURPOSES**

Langston University will accept the following notices of resignation:  
Sheila Bryant, Assistant Professor, Research and Instruction Librarian,  
effective November 29, 2013.

Jenny Fields, Instructor, School of Nursing and Health Professions,  
effective December 20, 2013.

Jennifer Moore, Instructor, Family and Consumer Sciences,  
effective December 31, 2013.

Katherine Moore, Instructor, Family and Consumer Sciences, effective  
December 31, 2013.

2. Approval is respectfully requested to employ Jennifer Adams as Instructor, Nursing and Health Professions, on a 9-month basis, at an annual salary of \$50,000.00, effective January 13, 2014.
3. Approval is respectfully requested to employ Jenna Chandler as Instructor, Nursing and Health Professions, on a 9-month basis, at an annual salary of \$50,000.00, effective January 13, 2014.
4. Approval is respectfully requested to employ Koshia Silver as Director of Public Relations, at an annual salary of \$65,000.00, effective January 9, 2014.
5. Approval is respectfully requested to change the salary of Dr. Corey Moore, Department Chair/ Professor/ Research Director, Rehabilitation Counseling, from \$128,300.00 to \$160,000.00, on a 12-month basis, effective October 1, 2013.
6. Approval is respectfully requested to reappoint Mr. Dwone Sanders as Head Football Coach, at his current annual salary of \$60,000.00, effective January 1, 2014.

**E. INSTRUCTIONAL PROGRAMS: NONE****F. BUDGETARY ACTION: NONE****G. OTHER BUSINESS AND FINANCIAL MATTERS: NONE**

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

1. Approval (Special Request) is respectfully requested for Langston University to enter into an agreement with PeopleAdmin, a human resources management tool currently utilized by Oklahoma State University. PeopleAdmin will provide a subscription to establish and maintain an automated internet-based system for managing talent, preparation, design, configuration, testing and deployment of the Langston University site and standard support services for the system. The cost of \$44,075 includes annual fees of \$25,000.00 and one-time fees totalling \$19,075.00. Funding for this expenditure is available in account 514000.
2. Approval is respectfully requested for Langston University to enter into a 12-month agreement with Maxient Student Conduct Software. The University is currently without a sustainable web-based platform that allows for the Dean of Students to open, monitor, and report on cases related to student conduct. The Maxient Student Conduct software is currently utilized by Oklahoma State University. The Maxient Student Conduct software is completely web-based and FERPA compliant, and allows for the University to receive and manage the student conduct case load electronically and store unlimited judicial files and student demographic data. Services include online incident reporting, automated letters and forms, reporting judicial trends, email and text alerts, real-time reporting and statistics, including Clery Act Reports. The software requires no additional hardware or software purchase, and integrates with several platforms. All updates to the software are free of charge. The contractual agreement requires a one-time set up fee of \$3,500.00 in addition to the standard cost of \$5,000.00. A \$5,000.00 annual fee will be assessed to utilize the software after the first year. Funds are available in account number 121008.

**I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES: NONE****J. PURCHASE REQUESTS:**

1. Approval is respectfully requested for the School of Agriculture and Applied Sciences to process a purchase order to Osborne Industries for a feed intake recording system to be installed at the South Barn in order to monitor individual feed intake. The recording system is one component of a larger feeding system which was purchased from Osborne Industries through solicitation of public bid in 2003. We are requesting this purchase as a sole source because the feed intake recording system must be compatible with the existing system. The Sole Source Affidavit is provided in Attachment B for your review. The estimated cost is \$52,292.00. Funding for this expenditure is available in account number 4-19013.

**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 December, 2013:

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	5	\$7,020.97	2	\$3,719.57	43	\$100,010.63	34	\$60,829.24
St. Approp.								
Federal	4	\$8,460.99	10	\$19,225.94	82	\$154,990.55	104	\$183,493.26
Private								
Auxiliary	3	\$4,605.38	1	\$11,156.99	19	\$50,097.83	15	\$38,200.41
Other								
<b>TOTAL</b>	<b>12</b>	<b>\$20,087.34</b>	<b>13</b>	<b>\$34,102.50</b>	<b>144</b>	<b>\$305,099.01</b>	<b>153</b>	<b>\$282,522.91</b>

All items listed above are respectfully submitted for your approval.

Sincerely,



KENT J. SMITH, JR  
PRESIDENT  
LANGSTON UNIVERSITY

Oklahoma State Regents for Higher Education

**Academic Services Fees**

**FY15 Request for Changes**

**Facility/Equipment Utilization Fees**

To be effective Fall 2014

*Academic Services Fees. Fees assessed students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Such fees are required for all students receiving certain courses of instruction or certain academic services as designated by the institution and shall not exceed the actual cost of the course of instruction or the academic services provided by the institution. These services may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials.*

*Changes, Additions or Deletions of Academic Services Fees require State Regents' Approval. OSRHE Policy and Procedures Manual, Budget and Fiscal Affairs, Section 4.18.1.E. Legislation: Title 70 Section 3218.10*

**Facility/Equipment Utilization Fees.** Fees assessed students for use of equipment such as physical education equipment, musical instruments, and medical equipment and for facilities such as music practice rooms.

Institution Name: **LANGSTON UNIVERSITY**

Name of Fee **SIMULATION LABORATORY SUPPLIES AND EQUIPMENT**

Course Prefix and Course Numbers **See Attached List**  
 (For multiple courses you may attach a summary list to the back of this form.)

Change in Academic Services Fee Rate		Fee to be assessed as indicated below (check all that apply).			
Current Fee	\$ -	Per Credit Hour		Lower Division	
Proposed Fee	\$ 25.00	Per Course	X	Upper Division	X
Change	\$ 25.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No -->	Yes	Annually		Professional	
Date fee was last changed -->	NEW	Date approved by local governing board -->	Antic. 1-24-14		
Comments:					

Describe the basis for the amount of the fee: New fee requested to cover upkeep of simulators due to student use and purchase of simulation supplies.

Describe the use of revenue collected: Pay for replacement or repair of simulators: SimMan3, iSTAN, SimMan, Birthing Noelle and supplies used during student check-off and remediation.

Consequence if fee is not approved: The nursing program and thereby the University will be required to pay the expensive cost of repair or replacement at a time when state allocations are limited.

Was student comment solicited on this fee change and use of this fee? Yes or No --> YES

Explain: Students are made aware of various program costs through the nursing student handbook, program information, and during the student orientation workshop conducted each semester.

Projected New Revenue for FY15 (\$25 x 203 students = \$5075 x 2 courses = 10,150 semester = \$20,300 year)  
 Estimated Revenue for FY14  
 Total Projected Revenue for FY15

\$	20,300
\$	-
\$	20,300



**Oklahoma State Regents for Higher Education**

**Testing/Clinical Services Fees**

*To be effective Fall 2014*

*Academic Services Fees. Fees assessed students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Such fees are required for all students receiving certain courses of instruction or certain academic services as designated by the institution and shall not exceed the actual cost of the course of instruction or the academic services provided by the institution. These services may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials.*

*Changes, Additions or Deletions of Academic Services Fees require State Regents' Approval. OSRHE Policy and Procedures Manual, Budget and Fiscal Affairs, Section 4.18.1.E. Legislation: Title 70 Section 3218.10*

**Testing/Clinical Services Fees.** Fees assessed students for placement and other similar services, diagnostic, aptitude and achievement tests, reading clinics, and guidance clinics.

Institution Name: **LANGSTON UNIVERSITY**

Name of Fee: **TESTING**

Course Prefix and Course Numbers: **See Attached List**  
*(For multiple courses you may attach a summary list to the back of this form.)*

Academic Services Fee Change		Fee to be assessed as indicated below			
Current Fee	\$ 53.00	Per Credit Hour		Lower Division	
Proposed Fee	\$ 60.00	Per Course	X	Upper Division	X
Change	\$ 7.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No -->	NO	Annually		Professional	
Date fee was last changed -->	FY11	Date approved by local governing board: -->	Anticip. 1-24-14		
Comments:					

Describe the basis for the amount of the fee: **The increase is related to the selection of a new testing company because the integrity of the previous company's testing process was compromised.**

Describe the use of revenue collected: **Allow students to enroll in and utilize a proven testing service.**

Consequence if fee is not approved: **The nursing program, thereby the University will be required to pay the additional testing costs at a time when state allocations are limited. The other alternative is for the students to pay the testing service directly. However, most of the students rely substantially on financial aid to pay their school costs, and will not have the funds to make the direct payment.**

Was student comment solicited on this fee change and use of this fee? Yes or No ----> **YES**

Explain: **Students are made aware of various program costs through the nursing student handbook, program information, and during the student orientation workshop conducted each semester.**

Projected New Revenue for FY15	\$ 7,718.00
Estimated Revenue for FY14 (\$53 x 157 (full-time students or part-time students enrolled in a clinical course x 2 courses)	\$ 16,642.00
Total Projected Revenue for FY15 (\$60 x 203 (full-time students or part-time students enrolled in a clinical course x 2 courses)	\$ 24,360.00

**Oklahoma State Regents for Higher Education**  
**Academic Services Fees**  
**FY15 Request for Changes**

**Other Special Fees**

*To be effective Fall 2014*

*Academic Services Fees. Fees assessed students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Such fees are required for all students receiving certain courses of instruction or certain academic services as designated by the institution and shall not exceed the actual cost of the course of instruction or the academic services provided by the institution. These services may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials.*

*Changes, Additions or Deletions of Academic Services Fees require State Regents' Approval. OSRHE Policy and Procedures Manual, Budget and Fiscal Affairs, Section 4.18.1.E. Legislation: Title 70 Section 3218.10*

*Other Special Fees. Fees assessed students for services such as change-of-enrollment, application, admission, transcripts and diplomas, medical malpractice and liability insurance, and any other academic services that do not fit in any other fee category.*

Institution Name: **LANGSTON UNIVERSITY**

Name of Fee **LIABILITY INSURANCE**

Course Prefix and Course Numbers **See attached list**  
*(For multiple courses you may attach a summary list to the back of this form.)*

Academic Services Fee Change		Fee to be assessed as Indicated below			
Current Fee	\$ 10.00	Per Credit Hour		Lower Division	
Proposed Fee	\$ 13.50	Per Course	X	Upper Division	X
Change	\$ 3.50	Per Semester		Graduate Level	
Is this a new fee? Yes/No -->	NO	Annually		Professional	
Date fee was last changed -->	FY11	Date approved by local governing board: -->	Anticip. 1-24-14		
Comments:					

Describe the basis for the amount of the fee: Nursing students are required to have liability coverage before practicing in clinical facilities.

Describe the use of revenue collected: Payment for required liability insurance policy nursing students.

Consequence if fee is not approved: The nursing program, thereby the University will be required to pay the additional testing costs at a time when state allocations are limited. The other alternative is for the students to pay the testing service directly. However, most of the students rely substantially on financial aid to pay their school costs, and will not have the funds to make the direct payment.

Was Student comment solicited on this fee change and use of this fee? Yes or No ----> YES

Explain: Students are made aware of various program costs through the nursing student handbook, program information, and during the student orientation workshop conducted each semester.

Projected New Revenue for FY15	\$ 2,484
Estimated Revenue for FY14 (\$13.50 x 157 (full-time students or part-time students enrolled in a clinical course x 2 courses x 2 semesters)	\$ 8,478
<b>Total Projected Revenue for FY15 (\$13.50 x 203 (full-time students or part-time students enrolled in a clinical course x 2 courses x 2 semesters)</b>	<b>\$ 10,962</b>

specifications or other facts justifying the requested purchase. To be acceptable, the affidavit must also include the statement "We will not accept nor pay for any other item for the reasons stated on this affidavit." (Title 74, Sect. 85, Oklahoma Statutes)

SOLE SOURCE AFFIDAVIT

DATE: 01/08/14

Agency Requisition No.

Agency: Langston University

SERVICE PROVIDER/VENDOR Osborne Industries, Inc.

ADDRESS 120 N. Industrial Ave, Osborne, KS, 67473

PHONE 785-346-2192

I hereby affirm that the services or products to be purchased pursuant to the provisions of the attached contract are very specialized or for which great acquired expertise is needed and to the best of my knowledge:

Osborne Industries, Inc.

is the only person or business entity which is singularly and peculiarly qualified to provide such services or products, and if a product is the only brand name which is singularly and peculiarly unique, for the following reason:

Osborne Industries, Inc. is the only company that manufactures the FIRE system for recording individual animal feed intake. Langston University has purchased six FIRE systems in the past. The six FIRE systems have become an integral component in many of past research projects and it is envisioned that they will be used in many future projects. The USDA-funded project entitled "Sustainable Small Ruminant Production Through Selection for Resistance to Internal Parasites" uses the six existing FIRE systems and requires an additional six FIRE systems.

I understand that the signing of this affidavit knowing such information to be false may subject me to punishment for perjury.

We will not accept nor pay for any other item for the reasons stated on this affidavit.

SIGNED \_\_\_\_\_  
(Head of Department)

SIGNED \_\_\_\_\_  
(Chief Administrative Officer)

## Justification for installing six (6) Feed Intake Recording System (FIRE®) feeders in the west side pens of the South Barn

Currently, the South barn is equipped with six (6) FIRE® feeders on the east side and 53 Calan® gate feeders on the west side. The Calan® gate feeders were installed in 1997. In 2005, four (4) FIRE® feeders were installed on the east side. In early 2013, an additional two (2) FIRE® feeders were installed on the east side so that each of the six (6) pens on the east side would be equipped with a FIRE® feeder.

For the Calan® gate feeders, each buck wears a collar with an electronic “key” encased in hard plastic. The key unlocks the door to only one Calan® gate feeder in the pen, thus enabling the buck to eat out of his individual feeder. Each morning, the remaining feed that was offered the day before is weighed and removed from the Calan® gate feeder. Fresh feed is weighed and placed into the Calan® gate feeder. Thus, the difference in weights between the fresh feed placed in the Calan® gate feeder one morning and the remaining feed the next morning is the amount consumed. Because only one goat is capable of opening the Calan® door and eating, it is possible to calculate the feed intake of the individual bucks. Calan® gate feeders are labor and time expensive, especially in the beginning when the bucks must be trained to open the Calan® door.

For the FIRE® system, the buck wears an electronic ear tag and the system automatically records feed intake every time a buck enters into the FIRE® feeder to eat. Compared to Calan® gate feeders, FIRE® feeders are easier to operate and the phenotypic data collection is straightforward and simple.

The addition of the two (2) FIRE® feeders in 2013 was necessary so that the USDA-funded project entitled “Sustainable Small Ruminant Production through Selection for Resistance to Internal Parasites” could accomplish its objectives of phenotypic data collection for the screening of a large number of bucks and rams from farmer collaborators and from the university’s research herd.

In 2013, which was the first-year of the aforementioned project, the six (6) FIRE® feeders on the east side were used to evaluate Dorper, Katahdin, and St. Croix rams from collaborators’ farms. The Calan® gate feeders on the west side were used to evaluate Boer and Kiko bucks from collaborators’ farms and Boer and Spanish bucks from the university’s research herd. The ram evaluation was virtually flawless; however, there were numerous problems with the buck evaluation. The main problem was that the young bucks would not train to the Calan® gate feeders and it was necessary to feed them collectively from a trough. With this modification, the recording of feed intake was lost and therefore, feed efficiency and residual feed intake were not evaluated. Feed efficiency is an important economic trait, which affects producer profitability. Hence, the determination of which bucks should be used for breeding did not include this critical information.

A solution to this problem would be to install six (6) FIRE® feeders in the west side pens of the South Barn. This would alleviate the necessity for training bucks/rams to the Calan® gate feeders and would be more labor efficient.

January 24, 2014

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Jeff Hale, President; Mr. Mark Rasor, Vice President for Fiscal Affairs; and Dr. 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.

Dr. Hale thanked Dr. Path and his team for the great meal last evening. He said he really enjoyed the presentation on the oil and gas industry.

Dr. Hale said each January he presents NEO's annual report. (A copy of "NEO Spotlight - 2012-2013" is on file in the Board of Regents' Office as Document No. 1-1-24-14.) He said he is very proud of the publication and encouraged the Regents to review it at their convenience. It is a good combination of old and new. Featured are some of the new programs including NEO's Indian Education efforts and process technology as well as a few of NEO's longstanding successful programs in agriculture and athletics.

Dr. Hale referenced the *NEO Update* and highlighted a few articles including NEO receiving a \$900,000 Federal grant from the United States Department of Education in partnership with the Shawnee Tribe, the hiring of NEO's new Head Football Coach, and the fourth consecutive year the NEO Rodeo was named as the Rodeo of the Year by the American Cowboy Rodeo Association. Dr. Hale also presented the January/February edition of *Ag Youth*, which features four articles about NEO's agricultural programs as well as a feature article on Commissioner Reese (a copy of which is on file in the Board of Regents' Office as Document No. 2-1-24-14.)

Dr. Hale reported that the annual High School Invitational Basketball Tournament will be held January 23-25, 2014. This is the 69<sup>th</sup> consecutive year of this tournament. This year the tournament will consist of 48 teams from three different states.

With respect to Spring 2014 enrollment, Dr. Hale said NEO's FTE comparison to last spring is down a few students. He noted that NEO's fall enrollment was down nearly 7 percent compared to the previous fall semester, so to be almost even to last spring is good news. He attributed this to the hard work of the recruitment office and the new director that was hired. Dr. Hale pointed out that campus residency is up 15 percent even though there are fewer students on campus.

Dr. Hale presented a handout regarding enrollment entitled, "College Comparison January 2014" (a copy of which is on file in the Board of Regents' Office as Document No. 3-1-24-14). He said Chairman Link asked a few great questions at the last two Board meetings as it relates to market study and NEO's competitive advantages, and it helped the administration to think about how NEO could do a better job analyzing where it is in the marketplace and how to invest its resources. The handout includes a map highlighting the Oklahoma two-year college service areas. There are 15 service areas in the State, and those are governed by the Oklahoma State Regents for Higher Education. NEO's service area has 15 high schools from three counties while Seminole State College, as an example, has 38 high schools from five counties. Dr. Hale

said over the last 20 years service areas provide about 60-70 percent of enrollment and are the base for enrollment. The handout also provides the number of high school graduates from those different service areas and the number of high school graduates who attend colleges/universities. NEO will conduct a good market research to try to analyze some of its challenges related to enrollment. This is the first step in that process, and Dr. Hale said he looks forward to presenting that full study to the Board in June along with its budget presentation. Chairman Link said this is good information.

Regarding the Synar Farm Project, Dr. Hale said NEO has engaged OSU's Long Range Planning to begin the architectural work related to that project. The project will begin in May and is anticipated to be completed by September 1. NEO has received pledges of approximately \$100,000, and four banks in the region have pledged \$25,000 each. With approval of the Synar Farm fees as listed in the NEO Agenda, this will provide revenue on the student side.

Dr. Hale reported that the Red Robertson Stadium is in Phase II of that project, which is a \$7 million improvement that includes new bleachers, skyboxes, press box, high school locker room, etc. Due to weather conditions the project has been set back about three or four weeks. It appears the project may be completed in mid-September, which may put NEO in a little bit of a danger of getting the project completed by the beginning of the football season. The local community continues to be very excited about the project.

#### Revisions to NEO's Tobacco-Free Policy

Dr. Hale requested Board authorization to update NEO's current Tobacco-Free Policy per Governor Fallin's Executive Order. He highlighted the simple change in policy language, which includes banning any electronic cigarettes or vaping devices or any other product packaged for smoking or the simulation of smoking.

#### Personnel Actions

Dr. Hale requested approval to employ Ryan Held as Head Football Coach. He said he learned on Christmas Day that NEO's former coach would be leaving.

Regent Reese moved and Regent Anthony seconded to approve the employment of Ryan Held, Head Football Coach, beginning January 6, 2014, at an annual salary of \$66,000.

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

Approval of Academic Services Fees

Dr. Hale presented the Academic Services Fees, effective Fall 2014. He said these requests were presented to the Academic Affairs, Policy and Personnel Committee.

Regent Davis reported that the Committee met with the administration of Northeastern Oklahoma A&M College regarding the approval of Academic Services Fees, effective Fall 2014. The Committee acted to recommend Board approval as presented.

Regent Davis moved and Regent Lester seconded to approve the Academic Services Fees as listed in the NEO Agenda.

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

Balance of Agenda

At the request of Dr. Hale, Mr. Rasor presented the request pertaining to the agreement with Baptist Healthcare of Oklahoma and Freeman Health System for athletic training and the three purchase request items as listed in the NEO Agenda.

As information, Mr. Rasor reported that NEO has three deferred maintenance projects that will be submitted to the Oklahoma State Regents for Higher Education for inclusion in the 2014 Real Property Master Lease Potential Project Listing.

Regent Lester moved and Regent Reese 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, Milner, Reese, and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.

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

**NORTHEASTERN OKLAHOMA A&M COLLEGE**  
Miami, Oklahoma  
January 24, 2014

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

a. "NEO Spotlight 2012-13" – Annual Report

The "NEO Spotlight 2012-13" provides key stakeholder groups with a comprehensive, executive overview of the events and accomplishments that took place at Northeastern Oklahoma A&M College.

b. January 2014 "NEO Update"

c. High School Invitational Basketball Tournament

The annual High School Invitational Basketball Tournament will be held January 23, 24 and 25, 2014. This is the 69<sup>th</sup> year that NEO has hosted this tournament. This year we have 48 teams from three states participating and the tournament continues to be the largest high school basketball tournament in the nation.

d. Spring 2014 Enrollment Comparison

Term	Headcount	FTE	Campus Residency
Spring 2014	2022	1673	721
Spring 2013	2090	1686	629
Spring 2012	2140	1761	667
Spring 2011	1957	1642	528
Spring 2010	1889	1563	500

e. Synar Farm Project update

f. Red Robertson Stadium update



**PART B - RESOLUTIONS**

None

**PART C - POLICY AND OPERATIONAL PROCEDURES**

1. Tobacco-Free Policy amendment

Board authorization is requested to update and amend the current Northeastern Oklahoma A&M College's Tobacco-Free Policy per Governor Fallin's Executive Order 2013-43 to specifically name electronic cigarettes/vaping devices. The policy has been amended as highlighted below:

The use of tobacco products (including, but not limited to, cigarettes, pipes, smokeless tobacco, and other tobacco products and electronic cigarettes/vaping devices or any other product packaged for smoking or the simulation of smoking) is prohibited throughout all indoor and outdoor areas of property owned or under the control of Northeastern Oklahoma A&M College including parking lots owned or under the control of said agency, and in vehicles used by said agency or its employees whenever conducting business anywhere.

**PART D - PERSONNEL ACTIONS**

Authorization is requested for the following personnel actions:

1. Employment

a. Approval is requested to employ Ryan Held, Head Football Coach, beginning January 6, 2014. Coach Held will be paid an annual salary of \$66,000 (12-month appointment). This is a replacement for an employee who resigned.

2. Information Requiring No Action by the Board

a. Sherard Poteete, Head Football Coach, resigned December 31, 2013.

**PART E - INSTRUCTIONAL PROGRAMS**

None

**PART F - BUDGETARY ACTIONS****1. Academic Course Fees Request**

Board authorization is requested for academic services fees to support classroom and laboratory supplies, equipment and improvement costs, effective fall 2014 for courses in the Department of Agriculture, Department of Communication & Fine Arts, Department of Math & Science, Department of Nursing, Allied Health & Physical Education, and Department of Social Sciences. Attached is Reference Document #1 which provides detailed course information, Reference Document #2, Resolution from the Aggie Society for Tuition Fee increases in the Agriculture Department, is also attached.

**a. School of Agriculture**

The funds generated will help offset the cost of improvement to the Synar Farm and maintenance of these improvements. The Synar Farm serves as a classroom and laboratory space for many courses taught in the Department of Agriculture and provides practical laboratory exercises, which are critical to many agricultural courses and contribute to the education and training of students. Without these fees, needed improvements cannot be made to the Synar Farm.

Total projected annual revenue: \$17,190

**b. Department of Communications and Fine Arts**

The fees generated in the ART courses will be utilized to help offset the cost of the purchase of supplies necessary for course instruction, such as specialty papers for specific techniques, spray fixatives, printmaking inks, gesso for priming canvas and glazing medium.

Total projected annual revenue: \$610

**c. Department of Math and Science**

The fees generated from PHYS 1025, Physical Science for Physical Therapy, will be used to help cover the cost of laboratory supplies and maintaining equipment used in the laboratory of this course. Examples of equipment include meter sticks, spring scales, stopwatches, magnets, voltmeters, and motion sensors.

Total projected annual revenue: \$480

**d. Department of Nursing, Allied Health and Physical Education**

The fees generated from NURS 1111, Cardiopulmonary Resuscitation, will be used to insure that up-to-date supplies and mannequins are available to students on a continual basis. The mannequins and supplies are used for demonstration of techniques, practice of techniques by students, and skills check-off conducted during the examinations of the course.

Total projected annual revenue: \$700

**e. Department of Social Sciences**

The fees generated from CLS courses will be used to provide resources for student engagement, retention, and team building activities. This course is designed to help students who are struggling academically so resources that promote student success and retention are a critical concern.

Total projected annual revenue: \$2,240

**PART G - OTHER BUSINESS AND FINANCIAL MATTERS**1. OSRHE 2014 Summer Academy Grant, "E.D.U.C.A.T.E. M.E."

Northeastern Oklahoma A&M College received notification from the Oklahoma State Regents for Higher Education of approval for funding of a 2014 Summer Academy Grant, "E.D.U.C.A.T.E. M.E.," – Exceptional Direction United in Culture, Academics, Technology, and Excitement in Medication Education, in the amount of \$19,500. We request authorization to accept the grant and expend the funds according to the Grant guidelines.

**PART H - CONTRACTUAL AGREEMENTS (other than construction and renovation)**1. Agreement for Rehabilitation and Sports Medicine Services between Baptist Healthcare of Oklahoma (INTEGRIS Baptist Regional Health Center, NEO A&M College and Freeman Health System

We request authorization to enter into an agreement with Baptist Healthcare of Oklahoma (INTEGRIS) and Freeman Health System, whereas INTEGRIS and Freeman, through their qualified and trained employees, will provide physical therapy rehabilitation and sports medicine services to inpatient and outpatient services to students of NEO A&M College's athletic programs who have been identified as needing such treatment and/or services. Freeman will provide a certified athletic trainer on site at the College for twelve months per year to provide appropriate training for sports practices and/or games and a fellowship trained sports medicine orthopedic surgeon to the College on-site for four hours per week during the school year. The College will pay INTEGRIS \$5,000.00 and Freeman \$35,000.00 per year for providing the services. This agreement has been approved by Legal Counsel.

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

None

**PART J - PURCHASE REQUESTS**

Board authorization is requested for the following purchases:

1. Dell Computer Lease Program. Board authorization is requested for NEO A&M College to enter into a four-year lease agreement with Dell Financial Services L.L.C., subject to legal approval, for the purchase of campus computer equipment. Purchases under the lease agreement are not to exceed \$425,000. Projected funding for the lease payments will be proposed through a \$2.00 per credit hour fee increase in the mandatory student technology fees. The student technology fee request will be brought to the Board at the June 2014 meeting.

**PART J - PURCHASE REQUESTS**

2. Purchase from the Office of State Finance contract a Polycom RealPresence media Manager server software suite with licensing and maintenance, and a Polycom Capture Station Portable Pro mobile audio/video capture station. This hardware/software will provide a centralized audio/video capture and stream point for video on demand content. Its primary use will be to enhance our distance education offerings. The estimated total cost of the project is not to exceed \$110,000. Funding for the project will be from the Title IIII, Part A Grant, pending U.S. Department of Education approval.
  
3. Purchase from the Office of State Finance contract Polycom Video Conferencing equipment and related network support hardware. Its primary use will be to capture and archive recorded lectures for student access. The total estimated cost of the project is not to exceed \$125,000. Funding for the project will be from the Title III, Part F Grant, pending U.S. Department of Education approval.

**PART K - STUDENT SERVICES/ACTIVITIES**

None

**PART L - NEW BUSINESS UNFORSESEEN AT TIME AGENDA WAS POSTED**

None

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

1. 2014 Real Property Master Lease Potential Project Listing

The Oklahoma State Regents for Higher Education requested academic institutions provide a 2014 Real Property Master Lease Potential Project Listing. We are not requesting board approval for each individual project at this time; however, at the time of a future bond issuance, we will request Board for financing as has been the usual practice in past issuances. The new projects are:

	<u>Project</u>	<u>Projected Cost</u>
a.	Campus Housing Deferred Maintenance (to include new windows and exterior doors for 5 dormitories) and repair/replacement of roofs (4 dormitories)	\$3,000,000
b.	Copen Hall Deferred Maintenance (to include new windows and exterior doors and new HVAC)	\$1,100,000
c.	Fine Arts Center & Library/Administration Deferred Maintenance (to inciude repair/replacement of roofs and repair/replacement of HVAC)	\$3,100,000

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

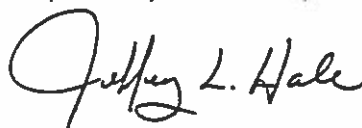
2. Out-of-State Travel Summary

The Summary of Out-of-Sate Travel for November and December 2013 is attached.

3. OSRHE FTE Employee Report

The OSRHE FTE Employee Report for fiscal quarter ending December 31, 2013 is attached for your information.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jeffery L. Hale".

Dr. Jeffery L. Hale  
President

**Northeastern Oklahoma A&M College**  
**Summary of Out-of-State Travel as of November 2013**

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

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

FUND SOURCE	No. Trips (1)	AMOUNT EXPENDED (1)	No. Trips (2)	AMOUNT EXPENDED (2)	No. Trips (3)	AMT. EXP. CURRENT FY (3)	No. Trips (4)	AMT. EXP. PRIOR FY (4)
Revolving								
State Approp.	3	\$747.90	8	\$2,568.61	20	\$10,234.05	30	\$12,918.51
Federal	1	\$1,871.78	1	\$1,252.08	1	\$1,871.78	8	\$7,924.37
Private								
Auxiliary	0	0	1	\$1,431.28	3	\$2,808.67	4	\$3,745.64
Other								
<b>Total</b>	<b>4</b>	<b>\$2,619.68</b>	<b>10</b>	<b>\$5,251.97</b>	<b>24</b>	<b>\$14,914.50</b>	<b>42</b>	<b>\$24,588.52</b>

**Summary of Out-of-State Travel as of December 2013**

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

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

FUND SOURCE	No. Trips (1)	AMOUNT EXPENDED (1)	No. Trips (2)	AMOUNT EXPENDED (2)	No. Trips (3)	AMT. EXP. CURRENT FY (3)	No. Trips (4)	AMT. EXP. PRIOR FY (4)
Revolving								
State Approp.	1	\$823.84	3	\$1,400.82	21	\$11,057.89	33	\$14,319.33
Federal	1	\$1,743.87	2	\$1,850.22	2	\$3,615.65	10	\$9,774.59
Private								
Auxiliary	0	0	1	\$40.42	3	\$2,808.67	5	\$3,786.06
Other								
<b>Total</b>	<b>2</b>	<b>\$2,567.71</b>	<b>6</b>	<b>\$3,291.46</b>	<b>26</b>	<b>\$17,482.21</b>	<b>48</b>	<b>\$27,879.98</b>

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE EMPLOYEE REPORT

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

FROM: NORTHEASTERN OKLA A AND M

  
PRESIDENT

SUBJECT: FTE EMPLOYEE REPORT FOR FISCAL QUARTER ENDING 12/31/13

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

FTE EMPLOYEE CATEGORIES

	EDUC. AND GEN. BUDGET PART I				EDUC. AND GEN. BUDGET PART II				AGENCY ACCOUNTS OTHER				SUB-TOTAL						
	FACULTY		STUDENT		FACULTY		STUDENT		FACULTY		REGULAR		OTHER		REGULAR		STUDENT		TOTAL FTE
	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	REGULAR	OTHER	STUDENT		
CURRENT QTR	104	1	104	1	7	13	1	46	1	106	157	14	277						
PRIOR QTR	89	1	90	2	6	8	0	37	0	90	140	9	239						
INC (DEC)	15	0	14	-1	1	5	1	9	0	16	17	5	38						
PRIOR FY	94	6	100	6	9	11	1	35	6	95	144	23	262						

**Academic Course Fee Request – Synar Farm Fee Reference Document #1**

Course #	Course Title	Hrs	Current Lab Fee	Proposed Synar Farm Fee	Justification	Fall Enrollment	Spring Enrollment	Total Enrollment
AG 1111	Rodeo Activities	1	\$10	40	To help cover cost of improvement to facilities and farm, and increased use by students	43	0	43
AG 1211	Rodeo Activities	1	\$10	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	0	30	30
AG 2111	Rodeo Activities	1	\$10	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	26	0	26
AG 2211	Rodeo Activities	1	\$10	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	0	23	23
AG 2281	Ag Capstone	1	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	43	43
ANSI 1121	Livestock Selection	1	\$10	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	0	11	11
ANSI 1124	Intro to Animal Science	4	\$20	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	61	28	89
ANSI 2112	Live Animal Evaluation	2	\$10	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	24	12	36
ANSI 2123	Livestock Feeding	3	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	28	0	28
ANSI 2253	Meat Animal & Carcass Eval	3	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	38	38
EQNE 1103	Intro to Equine	3	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	16	0	16
EQNE 1101	Equine Selection	1	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	21	0	21
EQNE 1112	Basic Horseshoeing	2	\$25	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	0	0	0
EQNE 1121	Equine Selection	1	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	10	10



Course #	Course Title	Hrs	Current Lab Fee	Proposed Synar Farm Fee	Justification	Fall Enrollment	Spring Enrollment	Total Enrollment
EQNE 2123	Equine Health & Disease	3	\$15	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	19	19
EQNE 2124	Equine Training Mngt I	4	\$30	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	12	0	12
EQNE 2012	Basic Horsemanship	2	\$0	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	18	0	18
EQNE 2022	Advanced Horsemanship	2	\$0	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	0	16	16
EQNE 2133	Equine Reproduction	3	\$0	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	0	12	12
EQNE 2212	Equine Selection	2	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	11	0	11
EQNE 2234	Equine Training Mgmt. II	4	\$30	\$40	To help cover cost of improvement to facilities and farm, and increased use by students	0	12	12
FRMT 1013	Pasture & Range Mgmt.	3	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	19	19
FRMT 1113	Farm Animal Health	3	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	15	15
FRMT 1213	Beef Production	3	\$5	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	12	0	12
FRMT 1222	Equine & Livestock Sales	2	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	24	24
FRMT 2123	Breeding Mngt of Farm Animals	3	\$30	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	0	14	14
FRMT 2221	Equine & Ranch Mngt Capstone	1	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	12	12
FRMT 2203	Feedlot Mngt	3	\$30	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	0	13	13
FRMT 2223	Livestock Production	3	\$0	\$25	To help cover cost of improvement to facilities and farm, and increased use by students	0	8	8

Course #	Course Title	Hrs	Current Lab Fee	Proposed Synar Farm Fee	Justification	Fall Enrollment	Spring Enrollment	Total Enrollment
HORT 1013	Principles of Horticulture Science	3	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	0	17	17
MCAG 1413	Intro Engineering in Ag	3	\$0	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	15	0	15
SOIL 2124	Fundamentals of Soil Science	4	\$10	\$15	To help cover cost of improvement to facilities and farm, and increased use by students	27	26	53

Academic Course Fee Request								
Course #	Course Title	Hrs	Current Lab Fee	Proposed Lab Fee	Justification	Fall Enrollment	Spring Enrollment	Total Enrollment
ART 1103	Studio Art I: Drawing	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	8	6	14
ART 1203	Basic Color & Design	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	11	0	11
ART 1933	Studio Art IV: Ceramics	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	8	0	8
ART 1943	Studio Art II: Painting	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	0	12	12
ART 2113	Lifedrawing	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	0	5	5
ART 2443	Studio Art III: Sculpture	3	\$0	\$10	This is a lab course. The fee will be used to purchase supplies for hands-on learning activities	0	11	11
CLS 1011	Skills for Success	1	\$0	\$10	To provide resources for student engagement, retention, and team building activities	0	22	22
CLS 1023	Strategies for Academic Success	3	\$0	\$10	To provide resources for student engagement, retention, and team building activities	80	152	202

Course #	Course Title	Hrs	Current Lab Fee	Proposed Lab Fee	Justification	Fall Enrollment	Spring Enrollment	Total Enrollment
NURS 1111	Cardio-pulmonary Resuscitation	1	\$0	\$10	To help cover cost of supplies and mannequins used for demonstration, practice, and skills check-off	70	0	70
PHYS 1025	Physical Science for Physical Therapy	5	\$5	\$10	To help cover cost for lab supplies	37	11	48

AGGIE SOCIETY  
NORTHEASTERN OKLAHOMA A&M COLLEGE  
RESOLUTION FOR TUITION INCREASE  
JANUARY 13, 2014

- TITLE:** A RESOLUTION TO SUPPORT A MODEST INCREASE IN FEES TO ALLOW CONTINUED INVESTMENT AND SUPPORT OF THE STUDENTS
- WHEREAS:** The Aggie Society Club of Northeastern Oklahoma A&M College supports the successful Operation and maintenance of the College; and Synar Farm Campus
- WHEREAS:** The Aggie Society has observed continuous improvement in student services and Unprecedented enrollment growth while the State appropriations have continued To be reduced; and Northeastern Oklahoma A&M College has the largest two-year Agriculture Department in Oklahoma; and
- WHEREAS:** Northeastern Oklahoma A&M College has the fifth lowest tuition and fee rate in Oklahoma, while Oklahoma has the seventh lowest tuition and fee rate in the Nation; And
- WHEREAS:** The Aggie Society continues to see a need for increased student services, facilities, Maintenance, and upgrades, improved classroom environment and activities within the Agriculture Department and the Synar Farm Campus;
- WHEREAS:** The Aggie Society has a strong interest in and supports Northeastern Oklahoma A&M College's efforts to utilize the fee increase to improve facilities on the Synar Farm Campus

**THEREFORE LET IT BE RESOLVED:**

The Aggie Society supports the proposal to increase fees for the  
2014/2015 Academic year.

Copies shall be sent to:

Dr. Jeffery Hale, NEO President

Dr. Bethene Fahenstock, Vice President for Academic Affairs

Mark Razor, Vice President for Physical Affairs

Amy Ishmael, Vice President for Student Affairs and Enrollment  
Management



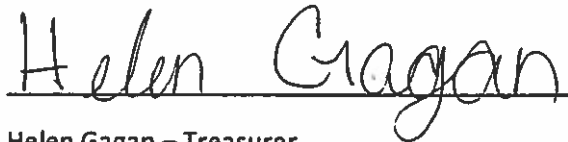
Lauren Crudup – President



Tandy Kidd – Vice President



Sadie Saputo – Secretary



Helen Gagan – Treasurer



Branden Hanke – SBG Representative

# DELL LEASE PROPOSAL

## MASTER LEASE

Four year term with equal annual payments

End of term options: Purchase at then fair market value  
 Return all products to lessor at lessee expense  
 Renew on month to month or fixed term

## BENEFITS

The college will be able to: Replacement of an aging and out-of-warranty computer inventory  
 Spread the cost over four budget cycles  
 Maintain a current and in-warranty computer inventory

All computers will be a common make and model allowing more efficient management by IT

## TIMELINE

**Phase 1 – ASAP:** An initial purchase of 23 computers needed as soon as possible - \$25,568.60

These computers will replace ones that are consistently failing or are too old to accept needed software updates.

**Phase 2 – July - August, 2014:** Replace all lab computers

Lab Location	Number of Computers	Usage	Equipment Age
Library Admin 213	18	General after hours	7 YRS
Library Admin LRC	40	General, Testing, Instructional	5 YRS
Library Admin CASA	8	Testing	5 YRS
Copen 122a	20	Instructional, Testing	7 YRS
Copen 122b	20	Instructional, Testing	7 YRS
Copen 217	20	General, Instructional	4YRS
Copen 218	20	Instructional, Testing	4YRS
Lab Sciences	25	General, Instructional, Testing	4 YRS
Ables CAD lab	17	Instructional, Testing	10 YRS
Shibley Hall Reading	21	Instructional, Testing	7 YRS
Shibley Hall English	21	Instructional, Testing	7 YRS
Shibley Hall Math	3	Tutoring	10 YRS
NEO Grove 113	30	General, Instructional, Testing	4 YRS
NEO Grove 106	6	General, Testing	4 YRS
Health Science	18	General, Instructional, Testing	4 YRS

287 lab computers being replaced

**Phase 3 – September, 2014:** 110 staff & classroom computers being replaced

January 24, 2014

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

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

President Hargis said OSU is quickly moving through the new year into the spring semester, and it is off to a great start. He said a news release will be distributed later today regarding a major milestone in OSU's energy efforts. OSU has been in partnership with alum Bill Spears and his company, Cenergistic, and it will be announced that OSU has now reached \$30 million in energy savings over the last six years. Governor Fallin recently announced that the energy savings initiative is going to be implemented throughout State government, and Rick Krysiak from OSU will be helping on that program initiative. Energy savings have been a wonderful help in these difficult economic times.

OSUIT Campus Master Plan Update

President Hargis said it is his pleasure to turn the meeting over to the host, Dr. Bill Path, President, Oklahoma State University Institute of Technology-Okmulgee. He noted that Dr. Path has a presentation regarding the Campus Master Plan for OSUIT. Dr. Path presented a copy of a booklet entitled, "2013 Master Plan Report" (a copy of which is on file in the Board of Regents' Office as Document No. 4-1-24-14). Dr. Path expressed appreciation to the Board for authorizing OSUIT to work with Dewberry & Associates a little over a year ago to develop a 20-25 year Campus Master Plan for this institution. He said OSUIT has been extremely pleased with the performance of Dewberry. The firm has identified the very unique needs of this campus and projected in a very ambitious way what the campus should look like over the next quarter of a century. Dr. Path asked Mr. Bruce Henley, Chief Consultant of Dewberry, to describe the project.

Mr. Henley introduced his team, Jonathan Crump and Dominic Spadfore from Dewberry, as well as representatives from Howell & Vancuren, Inc., Paulien & Associates, Inc., and Traffic Engineering, Inc. Mr. Henley described the process utilized in developing the Master Plan, which involved more than 30 meetings, conference calls, and presentations conducted over the past 14 months. The process involved a ten-year academic space plan, an evaluation of existing buildings to determine quality and quantity, and a traffic study for vehicular circulation and parking utilization. Mr. Henley said it is expected that OSUIT will experience a 30 percent growth over the next 10-20 years between what is offered on campus as well as the increased offering of online courses.

In going through the process, it was determined that housing is approximately 50 percent under what is needed and is limiting the size of some programs. There are also some unique needs for short-term housing for eight-week terms. It was also determined that the library is woefully less than what it needs to be for a campus of this type. Technical programs are sometimes operating

at less than ideal conditions; i.e., culinary and heavy equipment because of extremely dysfunctional spaces.

Mr. Henley said as the Board is aware, the OSUIT campus was developed from a World War II camp and was never intended for the purpose it is today. Great strides have been made to make it work; however, the campus needs to be better organized. Currently, parking lots are overcrowded in some places and other lots have almost no use, streets and driveways run through parking lots, pedestrian ways are not available between parts of the campus, etc. He said the new plan will enhance the 4<sup>th</sup> Street entrance and make it the central key point of the campus once again, create pedestrian ways that connect the buildings, rearrange the parking to better accommodate the buildings and programs, increase housing and create a housing corridor along the south region, and refurbish buildings and add on to buildings where programs are growing.

Mr. Henley said the new plan will also place heavy equipment and automotive programs in a center for excellence that will bring multiple programs under one roof that is scaled appropriately to the programs, add a distinct connection to the neighbors at Green Country Technology and the Muscogee Creek Nation facilities, enhance open and green spaces to create a collegiate campus atmosphere, and reduce some of the entrance and exits to the campus to improve campus security. Mr. Henley said the Master Plan is designed so that new building construction will occur within parking lots and vacant land to minimize displacement of active programs. He said it is a long process. This is believed to be a dynamic snapshot of what might be as funds become available and as needs create demand.

Regent Anthony asked the acreage of the campus. It was reported that it is 160 acres, and Mr. Henley said acquisitions continue to occur and grow the campus. He noted that there was a recent 10-acre exchange with Muscogee Creek Nation, so that obviously altered the shape and created space in the northeast corner of the campus.

Chairman Link asked if it is anticipated that the automobile traffic will improve because currently it is kind of difficult to look at a map and know which road to take. Mr. Henley said chaos is probably the correct word and noted that the loop entrance and the 4<sup>th</sup> Street entrance will be the primary entrances to the campus. There will be consistent traffic flow. It will be somewhat of a loop around the core of the campus and will take the traffic completely out of the core of the campus. Chairman Link said his understanding is that this is basically a plan for the campus going forward and that it would allow for future growth as it can be financed. Mr. Henley said this is correct. He said it is a plan, it is a direction, and it is dynamic. Master plans are never static.

Dr. Path said this is not the first time he has used master planning as a college president. It really does allow the administration to make smarter decisions as it moves an institution forward. He said there have been a lot of changes on the campus over the years, but a lot of the decisions have been random as far as the selection of locations for buildings on campus. This is why there is a lot of confusion with buildings that do not make sense, sidewalks that do not connect with one another, driveways that do not necessarily go all the way through, etc. A master plan allows



an institution to make smarter decisions in the present that are going to make sense in the future. Dr. Path said he is excited about the future. He said he cautions his staff, however, to not expect these things immediately because it is easy to get excited about a drawing like this. It will take a lot of time to match up the right kind of funding with the priority projects. Dr. Path said he has identified a data collection team that will be going all across campus looking at where OSUIT's needs are right now so it can begin to prioritize projects and look at funding sources. Dr. Path said it provides a vision of what the campus could look like, and it is a very exciting vision.

President Hargis said Dr. Path and his team are doing a great job at OSUIT.

#### Adoption of Memorial Resolutions

President Hargis presented information on behalf of John Howland, Associate Professor, Foreign Languages, Colleges of Arts and Sciences, and James M. Smallwood, Professor, Retired, History, College of Arts and Sciences. President Hargis presented the Memorial Resolutions for Dr. Howland and Dr. Smallwood and recommended their adoption. (The Memorial Resolutions for Dr. Howland and Dr. Smallwood are attached to OSU's portion of the minutes as ATTACHMENTS A and B and considered a part of these minutes.)

Regent Lester moved and Regent Hall seconded to adopt the Memorial Resolutions for John Howland and James M. Smallwood as presented.

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

#### Approval of Revisions to OSUIT Policy 1-008 *Tobacco Free Campus*

President Hargis requested Dr. Path to present the request to approve revisions to OSUIT Policy 1-008 *Tobacco Free Campus*. Dr. Path said OSUIT has officially been a tobacco free campus since July 1, 2010, with policy language going back to 1996. He said this reflects the recent Governor's Executive Order as well as the policy language the Board recently approved for OSU-Stillwater. It was believed to be good to have consistent language. The changes in this particular policy have to do with e-cigarettes and any vaping devices being prohibited on campus. He said he is aware the Board is familiar with these types of policies and would address any questions from the Board.

Regent Burns moved and Regent Anthony seconded to approve the revisions to OSUIT Policy 1-008 *Tobacco Free Campus* as presented.

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

Approval of Revisions to OSU-OKC Policy *Tobacco Use in University Buildings and Grounds* and Approval of Revisions to OSU-OKC Policy 1-0312 *International Travel*

President Hargis said the requests for approval of OSU-OKC’s revised policies will be presented by the administration of OSU-OKC. Due to illness, OSU-OKC President Natalie Shirley requested Ronda Reece, Vice President for Finance & Operations, to present these requests.

Ms. Reece said OSU-OKC is updating its *Tobacco Use in University Buildings and Grounds* policy in response to Board approval of OSU-Stillwater’s policy and in response to the Governor’s Executive Order last month.

In addition, Ms. Reece presented revisions to OSU-OKC’s Policy 1-0312 *International Travel*. The wording was changed to reflect departments that are on the OSU-OKC campus.

Regent Hall moved and Regent Milner seconded to approve revisions to OSU-OKC Policy *Tobacco Use in University Buildings and Grounds* and to OSU-OKC Policy 1-0312 *International Travel* as presented.

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

President Hargis requested Interim Provost Fry to present information pertaining to Academic Affairs:

Approval of Revisions to OSU Policy 2-0903 *Clinical Faculty Track (Non-Tenure Track)*

Dr. Fry presented proposed modifications to OSU Policy 2-0903 *Clinical Faculty Track (Non-Tenure Track)*, which is presented in the OSU Agenda beginning on page C-4. (A copy of the OSU Agenda is on file in the Board of Regents’ Office as Document No. 5-1-24-14.) If approved, policy modifications would be effective July 1, 2014. The document was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting earlier today.

Regent Davis reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma State University regarding approval of revisions to University Policy and Procedures 2-0903 *Clinical Faculty Track (Non-Tenure Track)*. The Committee acted to recommend Board approval of the proposed policy revisions as presented.

Regent Davis moved and Regent Lester seconded to approve the revisions to OSU Policy 2-0903 *Clinical Faculty Track (Non-Tenure Track)* as presented.

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

Approval of Revisions to OSU Policy 2-0902 *Reappointment, Promotion and Tenure Process for Ranked Faculty*

(This item was withdrawn from consideration by the OSU administration.)

Approval of Special Fees for 2014-2015

Dr. Fry requested approval of several new Special Fees and modifications of some existing fees. A summary of fees is provided beginning on page C-6 of the OSU Agenda (which is on file in the Board of Regents' Office as Document No. 5-1-24-14). Dr. Fry said this request was discussed earlier today with members of the Academic Affairs, Policy and Personnel Committee.

Regent Davis reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma State University regarding approval of the 2014-2015 Special Fees request. The Committee acted to recommend Board approval of the Special Fees as presented.

Regent Davis moved and Regent Lester seconded to approve the Special Fees for 2014-2015 as presented.

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

Personnel Actions

Dr. Fry presented the personnel actions and recommended their approval with the exception of those items pertaining to retirements and separations, which are included as information items only. The list includes ten new appointments and eight changes in title and/or rate. For information, three retirements and eight separations are also included in the list of personnel actions. (These recommendations are listed under Section D of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 5-1-24-14.)

Regent Anthony moved and Regent Milner seconded to approve the personnel actions as presented.

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

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

G-1 Approval of Actions Required to Submit Potential Projects and Documents to the Oklahoma State Regents for Higher Education for Submission to the Master Lease Programs and/or to Seek Legislative Authorization to Issue General Revenue Bonds

Mr. Weaver requested Board approval to submit the potential projects listed in the OSU Agenda and the appropriate documents to the Oklahoma State Regents for Higher Education for inclusion in the Master Lease programs and/or to seek legislative authorization to issue general revenue bonds. He said this request was considered by the Fiscal Affairs Committee at its meeting earlier today.

Regent Hall reported that the Committee met with the OSU administration regarding approval of actions required to submit potential projects and documents to the Oklahoma State Regents for Higher Education for inclusion in the Master Lease program and/or to seek legislative authorization to issue general revenue bonds. He said the Committee acted to recommend Board approval of the request as presented.

Regent Hall moved and Regent Anthony seconded to authorize Oklahoma State University to submit the projects listed in the OSU Agenda and the appropriate documents to the Oklahoma State Regents for Higher Education for inclusion in the Master Lease programs and/or to seek legislative authorization to issue general revenue bonds; to solicit a financing team in the event the Master Lease programs are either unavailable for use or the determination is made to issue revenue bonds; and to purchase the items in accordance with purchasing policy and procedures.

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

G-2 Approval of Assignment of Rights and Release of Rights

Mr. Weaver requested Board approval for the assignment of a patent relating to “Ultrasonic Interrogation of Blood by Microelectromechanical Piezoelectric Resonators” to the inventors. He said Dr. Steve Price, Associate Vice President of the Technology Development Center, and Dr. Sheryl Tucker, Interim Vice President for Research, are present to answer any questions.

Regent Anthony asked if there is an allocation amount attached to what the costs are that would be reimbursable. Dr. Price said OSU has spent \$2,760.25, which was the cost of preparing for the legal patent package. Chairman Link asked if this is the total amount, and Dr. Price responded affirmatively.

Regent Davis moved and Regent Anthony seconded to approve the assignment of rights and release of rights of a patent to the inventors as presented.

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

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

Mr. Weaver requested Board approval to enter into a purchase agreement for real property located at 103 South Mission, Okmulgee, Oklahoma, and to allow the President or his designee to execute the purchase agreement. He said the intended use of the property will be to clean and upgrade the main entrance to the OSUIT campus.

Regent Anthony moved and Regent Watkins seconded to authorize the University to enter into a purchase agreement for real property located at 103 South Mission, Okmulgee, Oklahoma, and to allow the President, or his designee, to execute the purchase agreement.

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

### I-1 Approval to Demolish Hanner Hall for the Construction of the New Business Building

Mr. Weaver requested Board approval to demolish Hanner Hall to allow for the construction of the new Business Building scheduled to begin construction next year.

Regent Hall moved and Regent Watkins seconded to approve the demolition of Hanner Hall as presented.

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

I-2 Approval to Extend the Scope of the University Commons (New Residence Hall) Project to Include North Dining Services Facilities, Using the Previously Selected Construction Manager At Risk

Mr. Weaver requested Board approval to extend the scope of the University Commons (new Residence Hall) project to include North Dining Services using the previously selected Construction Manager At Risk. He said this item was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Hall said the Fiscal Affairs Committee met with the OSU administration regarding approval to extend the scope of the University Commons project to include North Dining Services using the previously selected Construction Manager At Risk, Flintco of Tulsa. The Committee acted to recommend Board approval.

Regent Hall moved and Regent Anthony seconded to approve the extension of the scope of the University Commons (new Residence Hall) project to include North Dining Services using the previously selected Construction Manager At Risk, Flintco of Tulsa, and to authorize the purchase of all furniture, fixtures, and equipment necessary for the completion of this project.

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

I-3 Approval to Extend the Scope of the University Commons (New Residence Hall) Project to Include North Dining Services Facilities, Using the Previously Selected Architect

Mr. Weaver requested Board approval to extend the scope of the University Commons (new Residence Hall) project to include North Dining Services using the previously selected Architect. He said this matter was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Hall reported that the Committee met with members of the OSU administration regarding approval to extend the scope of the University Commons project to include North Dining Services using the previously selected Architect, KSQ Architects of Tulsa. The Committee acted to recommend Board approval.

Regent Hall moved and Regent Anthony seconded to approve the extension of the scope of the University Commons (new Residence Hall) project to include North Dining Services using the previously selected Architect, KSQ Architects of Tulsa, and to authorize the purchase, by sealed bid process, of all furniture, fixtures, and equipment necessary for the completion of this project.

Those voting aye: Board Members Anthony, Burns, Davis, Hall, Lester, Link, Milner, Reese, and Watkins. No: None. Abstentions: None. Absent: None.  
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 5-6 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 5-1-24-14.) He requested approval to purchase the items as listed, subject to the availability of funds and/or the limitations of the budget.

Regent Milner moved and Regent Reese seconded to approve the sole source and special request purchase items as listed in the OSU Agenda (purchase requests Nos. 1 and 2, page 5, OSU Agenda).

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

Regent Davis moved and Regent Hall seconded to approve the balance of the purchase requests as listed in the OSU Agenda (pages 5-6, OSU Agenda).

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

President Hargis requested Interim Provost Fry to present an item pertaining to Academic Affairs:

Approval of Program Modifications

President Hargis said one item was not addressed during the business of Academic Affairs pertaining to curricular changes. He asked Dr. Fry to address this item.

Dr. Fry presented program modifications for the OSU-Stillwater campus. These modifications are summarized beginning on page E-1 of the OSU Agenda (which is on file in the Board of Regents' Office as Document No. 5-1-24-14). If approved, these requests will be submitted to the Oklahoma State Regents for Higher Education for consideration.

Regent Lester moved and Regent Milner seconded to approve the program modifications as listed in the OSU Agenda.

With respect to the program modification regarding Entomology, Regent Davis commended both the administrations of OSU and the Center for Health Sciences in their efforts to address the need to get more doctors and veterinarians into the Oklahoma economy. He said his understanding is that this will provide a faster track and a more accessible path for those students to be able to earn those degrees. He said he appreciates that effort, and that is something the University has been working towards.

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

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 John Howland, Associate Professor, Foreign Languages, College of Arts and Sciences, was claimed by death on December 9, 2013; and

WHEREAS, Dr. Howland, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1984, to the date of his death, December 9, 2013, 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 Dr. Howland 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 faculty 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 Dr. Howland.

Adopted by the Board the 24th day of January 2014.



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Tucker Link, Chair

**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 James M. Smallwood, Professor, Retired, History, College of Arts and Sciences, was claimed by death on November 22, 2013; and

WHEREAS, Dr. Smallwood, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1975, to the date of his retirement, May 31, 2003, 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 Dr. Smallwood 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 faculty 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 Dr. Smallwood.

Adopted by the Board the 24th day of January 2014.

  
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Tucker Link, Chair

January 24, 2014

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Tim Faltyn, President; Dr. Ron Ramming, Vice President for Academic Affairs and Student Services; and Ms. Kim Ryals, Controller, 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 congratulated President Path and his wife, Deb, for the excellent evening. He said Dr. Path has done a great job since he has been in Oklahoma.

Special Presentation by Head Baseball Coach

Dr. Faltyn said he has a very special guest, Perry Keith, Head Baseball Coach. He said Coach Keith was named the 2013 South Central Region Coach of the Year by Diamond Sports. He has been at Connors 28 years. Dr. Faltyn said Coach Keith led the Cowboys to the 2013 National Junior College Athletic Association World Series in Grand Junction, Colorado, with a 5<sup>th</sup> place finish and was recognized at the American Baseball Coaches Association Hall of Fame banquet on January 3, 2014, in Dallas, Texas. In his 28 years of coaching at Connors, he has compiled a 1,375/399 win/loss record, he has taken the Cowboys to the World Series five different times, he was inducted into the NJCAA Baseball Hall of Fame in 2008, and he is the youngest coach in history to win 1,000 games—doing so by age 42. Dr. Faltyn said during his coaching career he has had 11 players go on to Major League Baseball. Dr. Faltyn asked Coach Keith to address the Board during which time special rings and/or pendants will be presented to the Board members.

Coach Keith said it is an honor to be here. He said former President Carl Westbrook took a chance on him 28 years ago to be the baseball coach. He said Dr. Faltyn talked about the players who have gone on to play Major League Baseball; however, he noted he has had three former players who are now doctors, one former player is currently in medical school, and another was just accepted into optometry school. He said when he goes into the homes of recruits, he preaches to them and their parents the success of the players who graduate and that he wants the young men to be good employees, good husbands, and good fathers. Coach Keith said Connors is a unique place. It gets many athletes who are not traditional college students; however, they go on and graduate from universities. He said it is easy for him to go into the homes of recruits and sell Connors because he can tell them they are getting a private education at Connors for a public price. The College is a size where many will know their names and make them ready to go on to a university and get a degree. He said several of these recruits would be lost if they went to a larger university. Coach Keith said it is an exciting time at Connors. He said he and Dr. Faltyn get along very well because they both have a “let’s go” mentality. He said he wants to continue every day to improve and not rest on what Connors now has.

Coach Keith said he is proud to say that both of his children graduated from Connors State College as well as himself and his wife. He said he is a blessed man to be able to spend his life at Connors, and he expressed appreciation to the Regents for their efforts and the things they do for Connors. He said when he is in the homes of recruits he proudly reports that Connors State College is governed by the A&M Board of Regents, which gives him instant validity. He said he

hopes the Regents enjoy the rings and pendants, and he commended Dr. Faltyn for his efforts in getting these items. He said the players are very proud to have them.

#### Personal Remarks by President Faltyn

Dr. Faltyn presented the latest edition of the *Connection*. He noted that Dr. Trudy Milner was highlighted in this edition. She came to campus and met with the Leadership Connors group and toured the campuses. In addition, Dr. Faltyn reported that Connors earned top honors as a Certified Healthy Campus and Certified Healthy Business; a new campaign to celebrate Connors' 105<sup>th</sup> anniversary was launched; the Livestock Judging Team was named the overall champion team for the freshman and sophomore junior college division at the Arizona National Livestock Show; the CSC Shotgun Shooting Sports Team placed fourth overall in the Upper Midwest Conference Championship; and the beef show team placed well at the North American International Livestock Exposition.

With respect to enrollment, Dr. Faltyn reported that Connors is approximately 3 percent down in headcount and 1.5 percent down in credit hours. Annually, Connors is still up about 4.5 percent because it had quite an increase when most schools were trending down in the fall, and it is expected that final enrollment will be up about 4 percent when enrollment closes next week.

Regarding the capital construction projects, Dr. Faltyn said Connors has roughly \$16 million worth of projects going on two of its campuses at this time. This includes the sewer project, the renovation of the Student Union, and the Nursing and Allied Health Building on the Three Rivers Port Campus.

Dr. Faltyn said when he arrived at Connors the faculty salaries were ranked No. 11 in the State. Through some excellent work by the salary task force, Dr. Faltyn said he is pleased to report that Connors is currently ranked No. 4 in terms of faculty salaries.

#### Discussion Regarding Aged Accounts Receivable

Dr. Faltyn said at the last Board meeting Regent Anthony asked a question about aged accounts receivable and bad debt. He asked Ms. Ryals to address this matter. Ms. Ryals presented an analysis of accounts receivable, which is included in the Connors Agenda. She said the information contains the accounts receivable for December 2012 year-to-date and December 2013 year-to-date for transparency, which reflects how much it has increased. She said there are two reasons for this. One is because in prior years there were some things that were not done in a timely manner and were not set up the way they should have been. Another reason is because changes were started, and sometimes it takes getting a little bit worse to get better. She said the chart also reflects how Connors allocates its allowance for uncollectibles. It is a graduating scale based on the age of the accounts receivable. Ms. Ryals said she is excited about the new things Connors is doing to manage its accounts receivable, and she highlighted the

steps being taken. These include setting up the warrant intercepts prior to June 30 and December 15 each year; issuing pre-collection letters prior to sending accounts to collection agencies; placing accounts with collection agencies prior to June 30 and December 15 each year; initiating electronic billing; placing all private pay students on payment plans; monitoring accounts receivable on a regular basis; and implementing a revenue cycle team that meets regularly to discuss processes that impact accounts receivable.

Regent Burns noted that in prior years there was no formal payment plan available and asked if one is now available. Ms. Ryals said this is correct. Regent Burns asked what is being done to contact students who are in arrears with regard to payment plans. Ms. Ryals said Financial Aid is sending these students to the Bursar's Office to begin their payment plan. Regent Burns asked if there is a lot of contact with students before an account is turned over to a collection agency, and Ms. Ryals responded affirmatively. She said there will be communications with them and they will be set up on a payment plan, which will be monitored. Regent Burns asked how long it will go before an account is turned over to a collection agency. Ms. Ryals said about midway through a semester the students will be contacted. She said it takes about one semester before these accounts hit the collection agency. Regent Burns asked if Connors has had much success with collection agencies, and Ms. Ryals said Connors has had relative success. She said she believes Connors can do a better job, and this is the reason the pre-collection letters and payment plans were initiated.

Regent Anthony said he appreciates the response of the administration. Dr. Faltyn expressed thanks to Regent Anthony for the question. He said he was surprised about what Connors was doing and what it was not doing. He said some of it seemed fairly rudimentary to him, and some of it seemed really innovative. This was untapped territory for Connors, so he is very excited about this.

#### Approval of Degree Programs

Dr. Faltyn requested Board approval to begin the approval process for the degree programs as listed in the Connors Agenda. He said these programs are designed to be embedded certificates within the AAS in Nursing degree.

Regent Milner moved and Regent Burns seconded to approve the degree programs in Nursing as presented under item E.1. of the Agenda.

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

Academic Services Fees

Dr. Faltyn presented the Academic Services Fees and recommended their approval. He said this matter was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting.

Regent Davis reported that the Committee met with the administration of Connors State College regarding the approval of certain Academic Services Fees, effective Fall 2014. The Committee acted to recommend Board approval as presented.

Regent Davis moved and Regent Burns seconded to approve the Academic Services Fees as presented.

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

Balance of Agenda

Chairman Link said he would entertain a motion for the balance of the Agenda, with the exception of Item J.2.

Regent Reese moved and Regent Davis seconded to approve the balance of the Agenda, with the exception of Item J.2. (The Agenda is attached.)

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

Executive Session

With respect to the request to pay UGL/DTZ for services rendered (Item J.2.), Chairman Link asked for advice from Legal Counsel about how to proceed.

Mr. Stephens said he would recommend that the Board go into Executive Session, which would be appropriate under Oklahoma Open Meeting Act, 307B.4., to discuss confidential communications with the Board concerning a pending claim that the disclosure of which would seriously impair the ability of this body to process that claim. He asked Dr. Faltyn to attend to present technical background information regarding the matter.

At approximately 11:35 a.m., Regent Burns moved that the Board go into Executive Session to discuss confidential communications with the Board concerning a pending claim that the disclosure of which would seriously impair the ability of the Board of Regents to process the claim (Oklahoma Open Meeting Act 307B.4.). Regent Reese seconded the motion.

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

#### Open Session

At approximately 12:10 p.m., Regent Burns moved and Regent Anthony seconded that the meeting reconvene in Open Session.

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

Mr. Stephens said he would like the record to reflect that during the Executive Session that was attended by members of the Board, the Chief Executive Officer, Dr. Faltyn, and himself that no vote was taken and no other action was taken by the Board.

#### Authorization to Pay UGL/DTZ

Dr. Faltyn requested authorization to pay \$73,221 and \$161,433 to UGL/DTZ for services rendered. These amounts will be paid out of Auxiliary funds.

Regent Burns moved and Regent Hall seconded to authorize Connors State College to pay \$73,221 and \$161,433 to UGL/DTZ for services rendered to be paid from Auxiliary funds.

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

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

# CONNORS STATE COLLEGE

Warner, Oklahoma

January 24, 2014

Board of Regents for the Oklahoma A&M Colleges  
Stillwater, Oklahoma 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 BY THE BOARD:**

**1. Personal Remarks – Dr. Tim Faltyn**

- Connors Connection
- Spring Enrollment Update
- Capital Construction Project Updates

**B. RESOLUTIONS:**

*None*

**C. POLICY AND OPERATIONAL PROCEDURES:**

*None*

**D. PERSONNEL ACTIONS:**

*None*

**E. INSTRUCTIONAL PROGRAMS:**

**1. Approval is requested to begin the approval process for the following degree programs:**

- a. Certificate in Certified Nursing Assistant Preparation
- b. Certificate in Practical Nursing Preparation

These programs are designed to be embedded certificates within the AAS in Nursing degree.  
(see attached)

**2. Approval is requested to modify the AS in Physical Education to include the following options and new courses:**

- a. Athletic Training
- b. Education
- c. Health and Wellness

(see attached)

**F. BUDGETARY ACTIONS:**

*None*



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

*None*

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

*None*

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

*None*

**J. PURCHASE REQUESTS:**

**1. Bull Test Program Feed**

Authorization is requested to seek bids and purchase feed for the Bull Test Program up to the amount of \$100,000. The purchase amount will be paid out of Auxiliary funds.

**2. UGL/DTZ Payment**

Authorization is requested to pay UGL/DTZ \$73,221 and \$161,433 for services rendered. These amounts will be paid out of Auxiliary funds.

**K. STUDENT SERVICES/ACTIVITIES:**

**1. Academic Service Fees**

Approval is requested to implement or increase the attached academic service fees.

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

*None*

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

**1. November 2013 Out-of-State Travel Report, attached**

**2. December 2013 Out-of-State Travel Report, attached**

**3. 2<sup>nd</sup> Qtr. Veterinary Payments Report, attached**

**4. 2<sup>nd</sup> Qtr. Livestock Sales Report, attached**

**5. 2<sup>nd</sup> Qtr. F.T.E. Employee Report, attached**

**6. Full-Time Faculty Salary Breakdown**

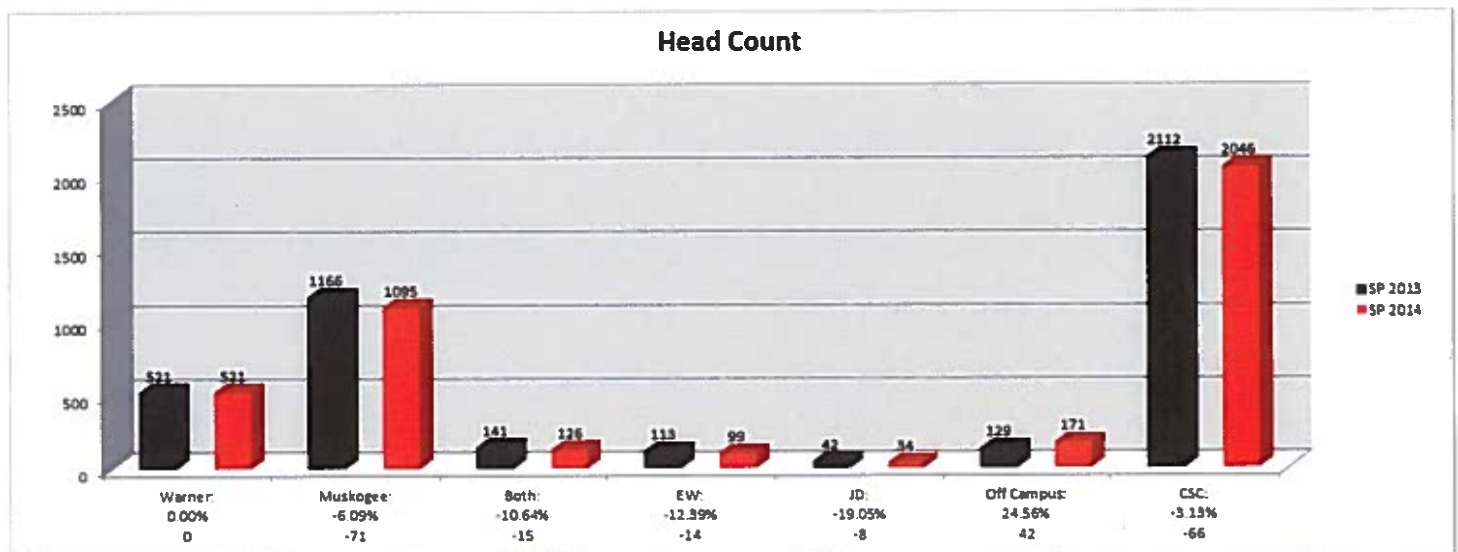
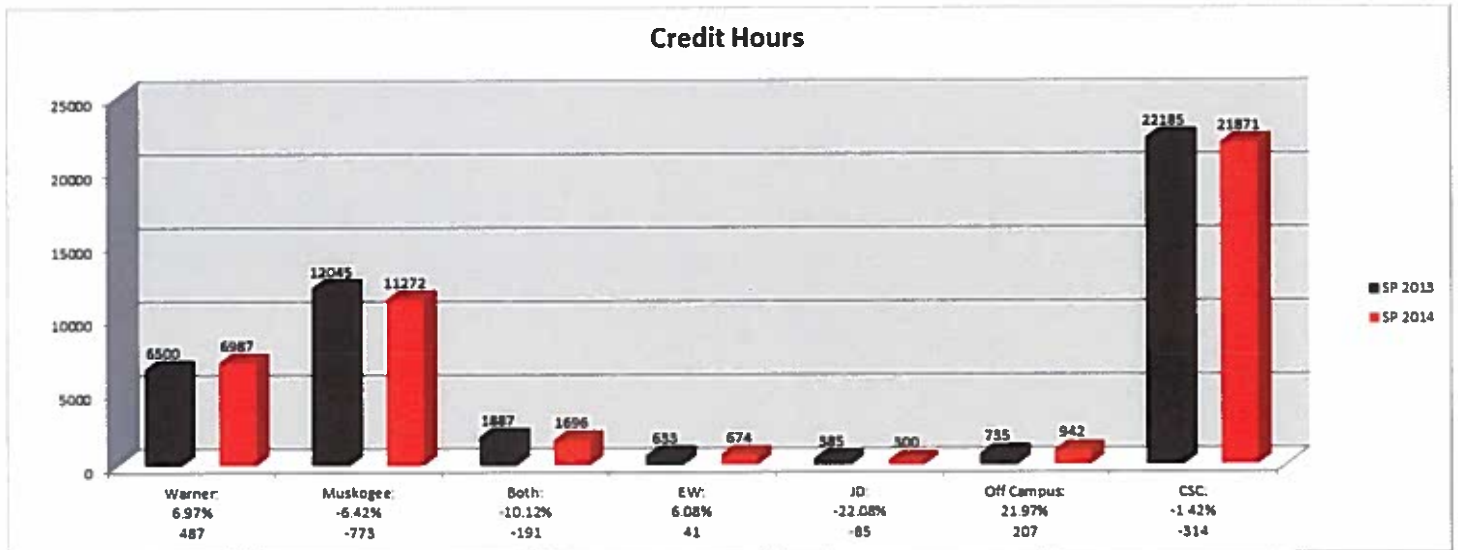
**7. Aged Accounts Receivables**

Respectfully submitted,



Dr. Tim Faltyn  
President

## 2014 Spring Enrollment January 22, 2014





**CERTIFICATE  
NURSING ASSISTANT PREPARATION**

**Total Minimum Degree Hours ..... 29 Hours**

**General Education Requirements ..... 10 Hours**  
(Check catalog course listings section for prerequisites)

+ENGL1113 English Comp I ..... 3 hours  
+ENGL1213 English Comp II ..... 3 hours

+BIOL1314 Anatomy & Physiology I..... 4 hours  
OR  
+BIOL1324 Anatomy & Physiology II..... 4 hours

**Support and Related Courses ..... 10 Hours**

+BIOL2124 Gen Microbiology ..... 4 hours  
+FCSE1213 Intro to Nutrition ..... 3 hours  
+PSYC1113 Intro to Psychology ..... 3 hours

**Program Requirements..... 9 Hours**

+\*#NURS 1117 Foundations of Nursing ..... 7 hours  
+\*#NURS Math for Nurses ..... 2 hours

*\*Course has pre-requisite (see course description section of catalog)  
# requires acceptance into the Nursing Program.  
+Must be completed with a "C" or higher.*



**CERTIFICATE  
PRACTICAL NURSING PREPARATION**

**Total Minimum Degree Hours .....30 Hours**

**Support and Related Courses ..... 10 Hours**

- +BIOL 2124 Gen Microbiology..... 4 hours
- +FCSE 1213 Intro to Nutrition..... 3 hours
- +PSYC 1113 Intro to Psychology ..... 3 hours

**Program Requirements .....20 Hours**

- +#\*NURS 1117 Foundations of Nursing ..... 7 hours
- +#\*NURS 1132 Math for Nurses..... 2 hours
- +#\*NURS 1228 Adaptations of the Family ..... 8 hours
- +#\*NURS 1223 Clinical Practicum..... 3 hours

*\*Course has pre-requisite (see course description section of catalog)*

*# requires acceptance into the Nursing Program.*

*+Must be completed with a "C" or higher.*



## **ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION OPTION: ATHLETIC TRAINING**

### Program Goal

The goal of the Associate in Science Degree Program in *Physical Education - Option: Athletic Training* is to provide graduates a basis in physical education, athletic training, and health which will enable the success of the student in pursuit of a degree at a four-year college or university.

### Program Objectives

1. Prepare the student to transfer Physical Education courses to a four-year college or university and seek a degree in Athletic Training, Health and Human Performance, or Health Promotions.
2. Graduates will:
  - a. demonstrate an understanding of the basic concepts of physical education and athletic training;
  - b. demonstrate an understanding of the basic concepts of health;
  - c. demonstrate an understanding of the basic concepts of nutrition;
  - d. demonstrate an understanding of the basic concepts of social science;
  - e. demonstrate proficient public speaking;
  - f. apply critical thinking skills to problems involving physical education, athletic training, health, and nutrition;
  - g. perceive physical education from a global perspective;
  - h. demonstrate an understanding of physical education, athletic training, health, nutrition, and social science and its place in developing effective citizenship skills.



## ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION OPTION: ATHLETIC TRAINING

<b>Total Minimum Degree Hours .....</b>	<b>61 Hours</b>
<b>General Education Requirements.....</b>	<b>38 Hours</b>
<i>(Check catalog course listings section for prerequisites)</i>	
ENGL1113 English Comp I .....	3 hours
ENGL1213 English Comp II .....	3 hours
SPCH1113 Intro to Oral Communications .....	3 hours
HIST1483 or HIST1493.....	3 hours
POLS1113 American Federal Government .....	3 hours
Lab Science .....	4-5 hours
Science .....	3-5 hours
Humanities .....	6 hours
College Mathematics.....	3 hours
Computer Literacy.....	3 hours
Liberal Arts Elective.....	1-4 hours
<b>Program Requirements* .....</b>	<b>23 Hours</b>
<i>(Check catalog course listings section for prerequisites)</i>	
<b>Orientation.....</b>	<b>1 Hour</b>
EDUC1111 College Orientation.....	1 hour
<b>Common Physical Education Core.....</b>	<b>13 Hours</b>
HLTH1113 Personal Health.....	3 hours
HLTH1122 First Aid/Responding to Emergencies .....	2 hours
HLTH2383 Care and Prevention of Athletic Injury .....	3 hours
PHED2512 Motor Learning .....	2 hours
PHED2133 Foundations of Physical Educ. or PHED1713 Intro. to Athletic Training.....	3 hours
<b>Guided Electives for Athletic Training Option .....</b>	<b>9 Hours</b>
PHED1813 Sports Nutrition.....	3 hours
PHED2664 Assessment and Management of Musculoskeletal Injuries .....	4 hours
PHED2222 Introduction to Kinesiology.....	2 hours

*\*For required courses, see Advisor and catalog of transfer institution.*

*Indicates proposed new courses*



## **Proposed New Courses**

### **PHED 1713 Introduction to Athletic Training**

Course Description: 3 credit hours

An introduction to the profession of athletic training. Basic history, policies and procedures, management, and prevention techniques related to athletic training. Development of essential skills and competencies needed to perform selected athletic training procedures. Included lab portion for development of skills.

### **PHED 1813 Sports Nutrition**

Course Description: 3 credit hours

Overview of the science of sports nutrition, with emphasis on nutrition as it applies to fitness, sport-specific training, and athletic performance. Topics include nutrient requirements and dietary recommendations, energy metabolism, weight management, and special nutrient needs during training and competition.

### **PHED 2664 Assessment and Management of Musculoskeletal Injuries**

Course Description: 4 credit hours

Recognition and management of medical conditions affecting athletic participants. Medical history, use of evaluative tools, knowledge of various conditions and diseases, and clinical evaluation techniques for musculoskeletal disorders. This course will correspond directly with clinical observation placement and skills will be evaluated under the supervision of ATC. Prerequisite: PHED 1713 and HLTH 2383

### **PHED 2222 Introduction to Kinesiology**

Course Description: 2 credit hours

An introduction course to the discipline of Kinesiology. The course will include origin, scope, development, and purpose of the Kinesiology discipline. The course will provide knowledge concerning future directions and career possibilities.



## **ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION OPTION: EDUCATION**

### Program Goal

The goal of the Associate in Science Degree Program in *Physical Education-Option: Education* is to provide graduates a basis in physical education, health, family and consumer science, social science, and speech which will enable the success of the student in pursuit of a degree at a four-year college or university.

### Program Objectives

1. Prepare the student to transfer Physical Education courses to a four-year college or university.
2. Graduates will:
  - a. demonstrate an understanding of the basic concepts of physical education;
  - b. demonstrate an understanding of the basic concepts of health;
  - c. demonstrate an understanding of the basic concepts of nutrition;
  - d. demonstrate an understanding of the basic concepts of social science;
  - e. demonstrate proficient public speaking;
  - f. apply critical thinking skills to problems involving physical education, health, nutrition, and social science;
  - g. perceive physical education from a global perspective;
  - h. demonstrate an understanding of physical education, health, nutrition, and social science and its place in developing effective citizenship skills.





**ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION  
OPTION: EDUCATION**

**Total Minimum Degree Hours ..... 61 Hours**

**General Education Requirements..... 38 Hours**

*(Check catalog course listings section for prerequisites)*

- ENGL1113 English Comp I ..... 3 hours
- ENGL1213 English Comp II ..... 3 hours
- SPCH1113 Intro to Oral Communications ..... 3 hours
- HIST1483 or HIST1493..... 3 hours
- POLS1113 American Federal Government ..... 3 hours
- Lab Science ..... 4-5 hours
- Science ..... 3-5 hours
- Humanities ..... 6 hours
- College Mathematics..... 3 hours
- Computer Literacy..... 3 hours
- Liberal Arts Elective..... 1-4 hours

**Program Requirements\* ..... 23 Hours**

*(Check catalog course listings section for prerequisites)*

**Orientation..... 1 Hour**

- EDUC1111 College Orientation ..... 1 hour

**Common Physical Education Core..... 13 Hours**

- HLTH1113 Personal Health..... 3 hours
- HLTH1122 First Aid/Responding to Emergencies ..... 2 hours
- HLTH2383 Care and Prevention of Athletic Injury ..... 3 hours
- PHED2512 Motor Learning ..... 2 hours
- PHED2133 Foundations of Physical Educ. or **PHED1713 Intro. to Athletic Training**..... 3 hours

**Additional Required Courses for Education Majors ..... 5 Hours**

- HLTH2312 Health of School Child..... 2 hours
- HLTH2353 Community Health..... 3 hours

**Guided Electives for Education Option..... 4-12 Hours**

- EDUC1113 Strategies for Success..... 3 hours
- PSYC1113 Intro to Psychology ..... 3 hours
- PSYC2113 Psychology of Personality Adjustment ..... 3 hours
- SOCI1113 Principles of Sociology..... 3 hours
- SOCI2323 Social Problems..... 3 hours
- PHED2142 Theory of Coaching Baseball or PHED2152 Theory of Coaching Basketball .... 2 hours
- PHED2223 Legal Aspects of Sports..... 3 hours
- PHED2562 Sports Officiating ..... 2 hours

*\*For required courses, see Advisor and catalog of transfer institution.*

**Indicates proposed new courses**



## **ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION OPTION: HEALTH AND WELLNESS**

### **Program Goal**

The goal of the Associate in Science Degree Program in *Physical Education-Option: Health and Wellness* is to provide graduates a basis in physical education, health, family and consumer science, social science, and speech which will enable the success of the student in pursuit of a degree at a four-year college or university.

### **Program Objectives**

1. Prepare the student to transfer into Physical Education, Wellness, or related field at a four-year college or university.
2. Graduates will:
  - a. demonstrate an understanding of the basic concepts of physical education;
  - b. demonstrate an understanding of the basic concepts of health;
  - c. demonstrate an understanding of the basic concepts of nutrition;
  - d. demonstrate an understanding of the basic concepts of social science;
  - e. demonstrate proficient public speaking;
  - f. apply critical thinking skills to problems involving physical education, health, nutrition, and social science;
  - g. perceive physical education from a global perspective;
  - h. demonstrate an understanding of physical education, health, nutrition, and social science and its place in developing effective citizenship skills.



## ASSOCIATE IN SCIENCE (AS) PHYSICAL EDUCATION OPTION: HEALTH AND WELLNESS

**Total Minimum Degree Hours ..... 61 Hours**

**General Education Requirements..... 38 Hours**

*(Check catalog course listings section for prerequisites)*

ENGL1113 English Comp I .....	3 hours
ENGL1213 English Comp II .....	3 hours
SPCH1113 Intro to Oral Communications .....	3 hours
HIST1483 or HIST1493.....	3 hours
POLS1113 American Federal Government .....	3 hours
Lab Science .....	4-5 hours
Science .....	3-5 hours
Humanities .....	6 hours
College Mathematics.....	3 hours
Computer Literacy .....	3 hours
Liberal Arts Elective.....	1-4 hours

**Program Requirements\* ..... 23 Hours**

*(Check catalog course listings section for prerequisites)*

**Orientation..... 1 Hour**

EDUC1111 College Orientation .....	1 hour
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**Common Physical Education Core..... 13 Hours**

HLTH1113 Personal Health.....	3 hours
HLTH1122 First Aid/Responding to Emergencies .....	2 hours
HLTH2383 Care and Prevention of Athletic Injury .....	3 hours
PHED2512 Motor Learning .....	2 hours
PHED2133 Foundations of Physical Educ. or PHED1713 Intro. to Athletic Training.....	3 hours

**Additional Required Courses for Health and Wellness ..... 6 Hours**

NURS1003 Medical Terminology .....	3 hours
FCSE1213 Introduction to Nutrition .....	3 hours

**Guided Electives for Health and Wellness Option..... 3-12 Hours**

HLTH2312 Health of School Child.....	2 hours
HLTH2353 Community Health.....	3 hours
EDUC1113 Strategies for Success.....	3 hours
PHED2142 Theory of Coaching Baseball or PHED2152 Theory of Coaching Basketball....	2 hours
PHED2223 Legal Aspects of Sports.....	3 hours
PHED2562 Sports Officiating .....	2 hours

*\*For required courses, see Advisor and catalog of transfer institution.*

*Indicates proposed new courses*



### Current and Proposed Academic Service Fees

Dept	Num	Title	Description	Applied	Current	Proposed	Change	Enrollment <sup>1</sup>	New Revenue
ANSI	1124	Introduction to Animal Science	Lab Fee	Per Course	\$ 10.00		\$ -		\$ -
AGEQ	2231	Adv Performance Training	Lab Fee	Per Course	\$ 50.00		\$ -		\$ -
AGEQ	2311	Performance Horse Trng & cond	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
AGEQ	2321	Adv Performance Horse Trng & cond	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
AGEQ	2331	Perf Horse Training & Cond	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
AGEQ	2341	Adv. Perf Horse Training & Cond	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
AGRM	1112	Show & Sale Cattle Prep	Lab Fee	Per Course	\$ 55.00		\$ -		\$ -
AGRM	2103	Reproduction	Lab Fee	Per Course	\$ 100.00		\$ -		\$ -
AGRO	2114	Fundamentals of Soil Science	Lab Fee	Per Course	\$ 10.00		\$ -		\$ -
BIOL	1114	General Biology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	1314	Anatomy & Physiology I	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	1324	Anatomy & Physiology II	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	1404	General Botany	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	1604	General Zoology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	2104	Human Anatomy	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	2114	Human Physiology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	2124	General Microbiology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BIOL	2403	General Entomology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
BUSN	2423	Desktop Publishing	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	1323	Health & Safety of Young Children	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2223	Creative Experiences Young Child	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2233	Math, Science & Social Studies	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2553	Program Planning-ONL	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2243	Lang & Literacy Devel	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2533	Guide of Young Child	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHDV	2563	Child & Family in Society	Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
CHEM	1315	General Chemistry I	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
CHEM	1515	General Chemistry II	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
COMS	1003	Computers 101	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
COMS	1133	Fund Computer Usage	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
COMS	1503	Programming in BASIC	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
COMS	1513	Visual BASIC	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -



### Current and Proposed Academic Service Fees

Dept	Num	Title	Description	Applied	Current	Proposed	Change	Enrollment <sup>1</sup>	New Revenue
COMS	1533	Spreadsheet Analysis	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
COMS	1543	Database Management	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
COMS	2143	C++	Computer Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
GEOL	1114	General Geology	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
HORT	1013	Prin of Horticulture	Horticulture Lab Fee	Per Course	\$ 25.00		\$ -		\$ -
HORT	2313	Landscape Plants	Horticulture Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
HORT	2513	Herbaceous Plant Materials	Horticulture Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
HORT	2652	Intro to Floral Design	Horticulture Lab Fee	Per Course	\$ 100.00		\$ -		\$ -
NURS	1117	Foundations of Nursing	Floral Design Fee	Per Course	\$ 112.50		\$ -		\$ -
NURS	1117	Foundations of Nursing	Lab/Facility Fee	Per Course	\$ -	\$ 175.00	\$ 175.00	96	\$ 16,800.00
NURS	1228	Adaptations of the Family	Testing Fee	Per Course	\$ 112.50		\$ -		\$ -
NURS	1228	Adaptations of the Family	Lab/Facility Fee	Per Course	\$ -	\$ 200.00	\$ 200.00	60	\$ 12,000.00
NURS	2137	Maladaptive States I	Testing Fee	Per Course	\$ 112.50		\$ -		\$ -
NURS	2137	Maladaptive States I	Lab/Facility Fee	Per Course	\$ -	\$ 175.00	\$ 175.00	60	\$ 10,500.00
NURS	2223	Trans in Prof. Nursing	Testing Fee	Per Course	\$ 112.50		\$ -		\$ -
NURS	2223	Trans in Prof. Nursing	Lab/Facility Fee	Per Course	\$ -	\$ 75.00	\$ 75.00	30	\$ 2,250.00
NURS	2247	Maladaptive States II	Testing Fee	Per Course	\$ 112.50		\$ -		\$ -
NURS	2247	Maladaptive States II	Lab/Facility Fee	Per Course	\$ -	\$ 175.00	\$ 175.00	60	\$ 10,500.00
PHED	1411	Var Athletics & Fitn	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	1421	Var Athletics & Fitn Wns Bskball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	1421	Var Athletics & Fitn Mens Bskball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	1421	Var Athletics & Fitn Wns Sftball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	1421	Var Athletics & Fitn Mens Bsbll	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	2421	Var Athletics & Fitn Wns Bskball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	2421	Var Athletics & Fitn Mens Bskball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	2421	Var Athletics & Fitn Wns Sftball	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHED	2421	Var Athletics & Fitn Mens Bsbll	Equipment Fee	Per Course	\$ 5.00		\$ -		\$ -
PHYS	1114	General Physics	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
PHYS	1214	General Physics II	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -
PHYS	2014	Engineering Physics	Lab Fee	Per Course	\$ 15.00		\$ -		\$ -

<sup>1</sup> Fall 2013 and Spring 2014



**CONNORS STATE COLLEGE**  
**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF NOVEMBER 30, 2013**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	2	3,467.10	1	1,323.88	7	17,156.42	7	16,947.45
FEDERAL	1	1,081.57	0	0.00	2	2,496.72	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
<b>TOTAL</b>	<b>3</b>	<b>4,548.67</b>	<b>1</b>	<b>1,323.88</b>	<b>9</b>	<b>19,653.14</b>	<b>7</b>	<b>16,947.45</b>

**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF DECEMBER 31, 2013**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	4	2,288.75	7	17,156.42	11	19,236.20
FEDERAL	1	3,464.92	5	5,355.17	3	5,961.64	5	5,355.17
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
<b>TOTAL</b>	<b>1</b>	<b>3,464.92</b>	<b>9</b>	<b>7,643.92</b>	<b>10</b>	<b>23,118.06</b>	<b>16</b>	<b>24,591.37</b>



**VETERINARY PAYMENTS  
FOR THE 2nd QUARTER OF FY 2013/2014**

<b><u>DATE</u></b>	<b><u>VENDOR</u></b>	<b><u>FUND</u></b>	<b><u>AMOUNT</u></b>
10/01/13	COBA Select Sires	290	100.00
10/01/13	Hubler Veterinary Supply	701	\$590.00
10/25/13	MWI Veterinary Supply	701	\$450.60
10/26/13	MWI Veterinary Supply	701	\$444.14
10/31/13	Ultrasound Technology	701	\$2,285.00
11/08/13	Bovine Elite LLC	701	\$160.31
11/15/13	Hubler Veterinary Supply	701	\$87.50
11/23/13	RSM Farm Supply	701	\$31.40
11/25/13	Triple "B" Sires	701	\$203.00
11/26/13	Purple Power Boar Stud	701	\$208.00
11/26/13	Dixon Farm Supply	701	\$518.50
<b>TOTAL</b>			<b><u>\$5,078.45</u></b>



**LIVESTOCK SALES REPORT  
FOR THE 2nd QUARTER OF FY 2013/2014**

<u>DATE</u>	<u>WHERE</u>	<u>TYPE</u>	<u>WHAT</u>	<u>AMOUNT</u>
10/08/13	Cross Livestock Auction	Auction	14 Head Cows	\$14,030.16
10/09/13	Stigler Livestock Auction	Auction	5 Heifers, 9 Steers, 1 Cow	\$10,776.50
10/19/13	Aaron or Julie Muehlstein	Show	1 Show Calf Arkoma/Tulsa	\$2,500.00
10/23/13	Stigler Livestock Auction	Auction	3 Steers and 1 Cow	\$3,433.00
10/16/13	True Ger Cattle Company	Individual	1 Heifer	\$650.00
11/23/13	Pitchford Cattle Service	Individual	1 Bull, 6 Pig	\$3,850.00
12/03/13	Cross Livestock Auction	Auction	3 Cows	\$3,286.69
12/13/13	Weston Farms	Individual	13 Pigs (Culls)	\$250.00
<b>TOTAL</b>				<b><u>\$38,776.35</u></b>





THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE Employee Report <sup>1</sup>

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

From: Connors State College  
Institution Dr. Timothy Faltyn  
President

Subject: FTE Employee Report for the Fiscal Quarter Ending: 12-31-13  
Mo. Day Yr.

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

Faculty	Educ. & Gen Budget Part I (290)		Educ. & Gen Budget Part II (430)			Agency Accounts Other (701)			Sub-Total			Total FTE
	Other	Student	Faculty	Other		Faculty	Other		Faculty	Other		
				Regular	Student		Regular	Student		Regular	Student	
126	108	15	0	9	1	3	9	21	129	126	37	292
71	109	11	0	8	0	2	9	9	73	126	20	219
55	-1	4	0	1	1	1	0	12	56	0	17	73
108	88	8	0	5	1	0	31	29	108	124	38	270

- A. FTE Employees for Reported Fiscal Quarter <sup>1</sup>
- B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter. <sup>1</sup>
- C. Increase or Decrease in FTE Employees (Item A minus Item B)
- D. Comparable Quarter Last Year

<sup>1</sup> File with State Regents' office by the tenth of the month following the end of the calendar quarter being reported.  
<sup>2</sup> The term employee shall mean "a full time employee or any number of part time employees whose combined weekly hours of employment equal those of a full time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 487.5 hours (162.5 hours per month multiplied by three months) the total payroll hours (excluding seasonal employees) for the quarter.  
<sup>3</sup> This figure reflects the total number of FTE Employees for the main campus, branch campus(es) and all constituent agencies.



**AVERAGE SALARIES PAID 9-10 MONTH  
FULL-TIME FACULTY**

<b>INSTITUTION</b>	<b># OF INSTRUCTORS</b>	<b>AVERAGE SALARY</b>
Tulsa Community College	260	57,049
Oklahoma City Community College	146	49,501
Rose State College	107	46,458
Connors State College	44	46,024
Northern Oklahoma College	95	45,918
Murray State College	39	45,730
Western Oklahoma State College	38	45,313
Northeastern Oklahoma State College	67	43,625
Seminole State College	40	43,379
Carl Albert State College	52	41,750
Redlands Community College	26	41,584
Eastern Oklahoma State College	39	41,576

*\*Data retrieved from the 2012-13 OSRHE Faculty and Selected Administrative Positions Salary Report*



# CONNORS STATE COLLEGE

ACCOUNTS RECEIVABLE ANALYTICALS | AS OF DECEMBER 31, 2013

## ACCOUNTS RECEIVABLE SUMMARY

	FY2010	FY2011	FY2012	FY2013	DEC 12 Y-T-D	DEC 13 Y-T-D
ACCOUNTS RECEIVABLE	\$1,015,815	\$1,125,637	\$1,149,214	\$1,639,440	\$1,349,043	\$1,720,501
LESS: ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(463,109)	(489,491)	(493,967)	(743,159)	(627,740)	(937,485)
NET RECEIVABLE BALANCE	\$552,706	\$636,146	\$655,246	\$896,281	\$721,303	\$783,016

## ACCOUNTS RECEIVABLE DECEMBER 31, 2013 DETAIL

	FALL 13	SUMMER 13	SPRING 13	FALL 12	PRIOR	TOTAL
AMOUNTS PER GENERAL LEDGER	\$461,171	\$67,834	\$274,505	\$297,461	\$619,529	\$1,720,501
ALLOWANCE ALLOCATION	5%	10%	30%	90%	90%	
ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS AMOUNTS	23,059	6,783	82,352	267,715	557,576	937,485
NET ACCOUNTS RECEIVABLE	\$438,113	\$61,051	\$192,154	\$29,746	\$61,953	\$783,016

### PRIOR YEARS

- Warrant Intercepts were not done timely
- Accounts were not placed with collection agency timely
- No formal payment plans available
- Accounts receivable was not monitored and worked regularly

### CURRENT YEAR

- Warrant Intercepts will be done prior to June 30 and Dec. 15 each year
- Issue Pre-Collection Letters prior to sending accounts to collection agency
- Accounts will be placed with collection agency prior to June 30 and Dec. 15 each year
- Electronic Billing - with return receipts collected to ensure that bills are being received
- Payment plans are available and all private pay students will be placed on one
- Accounts receivable will be monitored regularly and will be a primary job responsibility of a director level employee
- Implemented a Revenue Cycle team that meets quarterly to discuss processes that impact accounts receivable. Team consists of Bursar, Registrar, Financial Aid Director, Director of Campus Life, and Controller

January 24, 2014

Public Comments

Chairman Link 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.

Mr. Nick Berghall, a member of the Oklahoma State University Student Government Association, said at the last Board meeting he addressed the Board regarding his efforts to create a panel of all the student government associations under the A&M Board of Regents. He said at this point a constitution has been developed and has been presented to all the associations under the Board of Regents. Mr. Berghall said he is quite confident that by the next Board meeting the constitution will be ratified and there will be a functioning panel with representation of all the students under the A&M Board of Regents that will be able to answer to the Board and serve the Board. Mr. Berghall said he looks forward to revealing that as it gets approved.

January 24, 2014

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES  
MEETING OF JANUARY 24, 2014

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

Academic Affairs, Policy and Personnel Committee

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

Fiscal Affairs Committee

(All business discussed by the Fiscal Affairs Committee was discussed during the business of Oklahoma State University.)

Audit, Risk Management and Compliance Review Committee

Engagement of External Auditors for FY-2014

With respect to the engagement of external auditors for the FY-2014 institutional audits, Regent Lester said Grant Thornton and Cole & Reed have each completed the second year of a three-year agreement to provide external audits of Oklahoma State University and the four A&M institutions, respectively. He said the proposed fee for Grant Thornton to audit Oklahoma State University and related entities for FY-2014 is \$300,077. The proposed fee for Cole & Reed to audit the four A&M institutions for FY-2014 is \$201,900. In addition, Cole & Reed would perform arbitrage rebate calculations on revenue bond issues on an as-needed basis for OSU during 2014 at a cost of \$2,000 per calculation.

Regent Lester moved that the Board of Regents retain Grant Thornton to perform FY-2014 external audits for Oklahoma State University and related entities in the amount of \$300,077 and Cole & Reed to perform FY-2014 external audits for the four A&M institutions in the amount of \$201,900 plus arbitrage rebate calculations as stated. Regent Davis seconded the motion.

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

Personnel Actions

Mr. Ramsey said he has one item for the Board's consideration that comes from General Counsel Stephens and himself regarding a special payment to Cindy Pearson on the staff of the Office of Legal Counsel. Mr. Ramsey said there was a special circumstance involving a faculty appeal in which a transcript needed to be developed. It was determined that it would cost several thousand dollars to contract with an outside service. He said Ms. Pearson volunteered to put in extra time, which involved several late evenings in order to get the project accomplished in a timely manner. Mr. Ramsey said it is proposed to process a special payment to Ms. Pearson of \$500.00 to thank her for her efforts.

Chairman Link said his understanding is that this is in lieu of overtime and/or engaging a third party that would probably in either case cost more than \$500. Mr. Ramsey said this is correct.

Regent Burns moved and Regent Anthony seconded to approve a one-time special payment of \$500.00 to Cindy Pearson as presented.

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

Actions Regarding the Appeal of Professor Arnon Rikin

Mr. Ramsey said on December 24, 2013, he received a letter of appeal from Dr. Arnon Rikin, Professor of Botany, at Oklahoma State University requesting that the Board review his termination pursuant to Board Rule 30:1-1-10. According to this policy, appeals of termination of tenured faculty are mandatory if requested by the faculty member. Therefore, it is appropriate for the Board to take action authorizing Chairman Link to refer this matter for a hearing before a hearing panel of Regents to act on this matter. He said the hearing panel members would be Regents Burns, Davis, and Lester, and Chairman Link and himself would be non-voting ex-officio members. In addition, he said Chairman Link has recommended that Regent Davis serve as Chair of the hearing panel.

Regent Davis moved and Regent Anthony seconded to approve the recommendation that Regents Burns, Davis, and Lester serve on a hearing panel (chaired by Regent Davis) with Chairman Link and CEO Ramsey acting as ex-officio non-voting members to review the termination of Professor Arnon Rikin.

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

January 24, 2014

Chairman Link noted that the panel will meet with Dr. Rikin on February 3, 2014, at 3:00 p.m. Regent Burns suggested that a separate motion be made with respect to the time of the hearing so that it is on record.

Regent Burns moved that the hearing be held on February 3, 2014, at 3:00 p.m. in the Conference Room in the Office of the Board of Regents on the 5<sup>th</sup> Floor of the Student Union on the campus of Oklahoma State University, Stillwater, Oklahoma. Regent Davis seconded the motion.

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

#### Adjournment

At approximately 12:20 p.m., Regent Lester moved and Regent Burns seconded that the meeting be adjourned.

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

MEETING OF THE A & M BOARD OF REGENTS

**January 24, 2014**

State Room  
Hospitality Services Building  
OSU Institute of Technology-Okmulgee  
1801 E. 4<sup>th</sup> Street  
Okmulgee, 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 10, 2013.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of December 6, 2013

**DATES OF NEXT REGULAR MEETINGS**

For **Information** Purposes Only:

March 7, 2014 -- Stillwater, Oklahoma – Council Room, 412 Student Union,  
Oklahoma State University

For **Consideration** of Approval:

April 25, 2014 -- Muskogee, Oklahoma – Three Rivers Port Campus, 2501 N. 41<sup>st</sup> Street East,  
Connors State College

**BUSINESS WITH COLLEGES AND UNIVERSITIES**

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

**PUBLIC COMMENTS**

**COMMITTEE REPORTS**

Academic Affairs, Policy and Personnel Committee  
Audit, Risk Management and Compliance Review Committee  
Fiscal Affairs and Plant Facilities Committee  
Planning and Budgets Committee

**OTHER BUSINESS OF THE BOARD OF REGENTS**

**Reports or recommendations by the Chief Executive Officer**

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



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

DATE: January 24, 2014

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

PLACE: State Room, Hospitality Services Building, OSU Institute of Technology-Okmulgee, Okmulgee, Oklahoma

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 10, 2013.

Business:

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of December 6, 2013
- Announcement of meeting on March 7, 2014, Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma
- Approval of meeting on April 25, 2014, Three Rivers Port Campus, 2501 N. 41<sup>st</sup> Street East, Connors State College, Muskogee, Oklahoma
- Reports/comments/recommendations by Board Chairman

OKLAHOMA PANHANDLE STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board  
Update on Oklahoma Bond Authority sale of bonds and the Noble Center roof repairs
- Contractual Agreements (other than construction and renovation)  
Approval to purchase services for energy conservation and utility maintenance
- New Business Unforeseen At Time Agenda Was Posted

\* The Board will have breakfast on Friday, January 24, 2014, at 7:30 a.m. in the ONG Lounge of the Student Union on the campus of OSUIT-Okmulgee, Okmulgee, Oklahoma, with OSU President Burns Hargis and possibly other OSU administrators for informal discussion. Various subjects may come up for discussion including 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. The Board will have lunch at approximately 12:00 p.m. in the PSO Lounge of the Student Union on the OSUIT-Okmulgee campus.

- Other Informational Matters Not Requiring Action of the Board at this Meeting
  - OPSU student bringing home second national championship
  - Success of the OPSU Equestrian Team and the OPSU Computer Information Systems students
  - President's Update newsletters
  - Out-of-state travel summaries
  - FTE employee report

### **LANGSTON UNIVERSITY**

- General Information/Reports Requiring No Action By the Board
- Policy and Operational Procedures
  - Approval of changes to Academic Services Fees effective fall 2014
- 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.
- Contractual Agreements (other than construction and renovation)
  - Approval to enter into an agreement with PeopleAdmin
  - Approval to enter into an agreement with Maxient Student Conduct Software
- 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

### **NORTHEASTERN OKLAHOMA A&M COLLEGE**

- General Information/Reports Requiring No Action By the Board
  - President's remarks
- Policy and Operational Procedures
  - Approval of amendment to Northeastern Oklahoma A&M College's Tobacco-Free Policy
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
  - Approval of Academic Services Fees effective fall 2014

- Other Business and Financial Matters
  - Approval of 2014 Summer Academy Grant
- Contractual Agreements (other than construction and renovation)
  - Approval to enter into agreements to provide physical therapy rehabilitation and sports medicine services to students of NEO's athletic programs
- 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
  - 2014 Real Property Master Lease Potential Project Listing
  - Out-of-state travel summaries
  - FTE employee report

### OKLAHOMA STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
  - Opening comments by President Hargis
  - OSUIT Campus Master Plan update
- Resolutions
  - Adoption of Memorial Resolutions for John Howland and James M. Smallwood
- Policy and Operational Procedures
  - Approval of revisions to OSUIT Policy 1-008 *Tobacco Free Campus*
  - Approval of revisions to OSU-OKC Policy *Tobacco Use in University Buildings and Grounds*
  - Approval of revisions to OSU-OKC Policy 1-0132 *International Travel*
  - Approval of revisions to OSU Policy 2-0903 *Clinical Faculty Track (Non-Tenure Track)*
  - Approval of revisions to OSU Policy 2-0902 *Reappointment, Promotion and Tenure Process for Ranked Faculty*
  - Approval of Special Fees for 2014-2015
- 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 proposed new degrees and program modifications
- Other Business and Financial Matters
  - Approval of actions required to submit potential projects and documents to the Oklahoma State Regents for Higher Education for submission to the Master Lease Programs and/or to seek legislative authorization to issue General Revenue Bonds

- Approval of assignment of rights and release of rights
- Approval to enter into a purchase agreement for real property

--New Construction or Renovation of Facilities

- Approval to demolish Hanner Hall for the construction of the new Business Building
- Approval to extend the scope of the University Commons (new residence hall) project to include North Dining Services facilities, using the previously selected Construction Manager At Risk
- Approval to extend the scope of the University Commons (new residence hall) project to include North Dining Services facilities, using the previously selected Architect

--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

**CONNORS STATE COLLEGE**

--General Information/Reports Requiring No Action By the Board  
Remarks by President Faltyn

--Instructional Programs

- Approval of degree requests and program modifications

--Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)  
Executive Session, if so approved by the required number of Board members present, for the purpose of discussing with the General Counsel the resolution of a potential claim by UGL/DTZ against Connors State College (Oklahoma Open Meeting Act, 307B.4.)  
Consider and take any action with reference to the matters contained in the immediately preceding item

--Student Services/Activities

- Approval to implement or increase Academic Services Fees effective fall 2014

--New Business Unforeseen At Time Agenda Was Posted

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

- Out-of-state travel summaries
- Quarterly veterinary payments report
- Quarterly livestock sales report
- Quarterly FTE employee report
- Full-time faculty salary breakdown
- Aged accounts receivables

**PUBLIC COMMENTS**

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

**COMMITTEE REPORTS**

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

Fiscal Affairs Committee

Academic Affairs, Policy and Personnel 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  
Receive information and a possible recommendation regarding the engagement of external auditors for the FY-2014 institutional audits
- Reports/comments/recommendations by Chief Executive Officer  
Receive information and a possible recommendation regarding the appeal by a faculty member and the appointment of a hearing panel
- Reports/comments/recommendations by General Counsel
- Reports/comments/recommendations by Director of Internal Audits
- New Business Unforeseen At Time Agenda Was Posted

January 24, 2014


BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

By:   
Tucker Link, 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 March 7, 2014.

  
Cheryl Williams, Secretary