

# MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL  
COLLEGES

for the

JUNE 17, 2016

Regular Board Meeting

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

June 17, 2016

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES, JUNE 17, 2016

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON OCTOBER 26, 2015.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in Conference North, 3<sup>rd</sup> Floor-Student Center, on the campus of Oklahoma State University-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma, on June 17, 2016.

Those present: Mr. Joe Hall, Chairman; Ms. Lou Watkins, Vice Chair; Mr. Calvin J. Anthony; Mr. Douglas E. Burns; Mr. Jarold Callahan; Mr. Rick Davis; Mr. Tucker Link; and Mr. Jim Reese.

Absent: Dr. Trudy J. Milner.

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; Ms. Michelle Finley, Chief Audit Executive; Ms. Shari Brecht, Executive Assistant to the CEO; and Ms. Cherilyn Williams, Executive 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 10:40 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE COLLEGES  
MEETING OF JUNE 17, 2016

Introduction of Regent Jarold Callahan

Chairman Hall said he would like to take this time to introduce Mr. Jarold Callahan who joins the Board for his first official meeting. He comes very qualified to serve given his Oklahoma heritage, faculty teaching experience, legislative efforts, and lifetime serving in the agriculture industry. He has a very broad base of expertise. The Board welcomes his appointment and service. Chairman Hall said he also enjoyed meeting his wife, Jennifer, last evening. He expressed welcome and said the Board looks forward to serving with him and thanked him for his commitment. Regent Callahan expressed thanks for the welcome.

June 17, 2016

Order of Business

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

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

Approval of Minutes

Regent Watkins moved and Regent Burns seconded to approve the minutes of the April 22, 2016, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Regent Anthony moved and Regent Link seconded to approve the minutes of the April 29, 2016, Special Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Regent Davis moved and Regent Watkins seconded to approve the minutes of the May 16, 2016, Special Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Approval of Future Board Meetings

Chairman Hall announced that the next regular meeting of the Board of Regents is scheduled to convene on September 9, 2016, in the Council Room, 412 Student Union, on the campus of Oklahoma State University, Stillwater, Oklahoma. For consideration of approval is the meeting

June 17, 2016

scheduled for October 21, 2016, in the Executive Board Room of the Administration Building on the campus of OSU-Tulsa, 700 N. Greenwood Ave., Tulsa, Oklahoma.

Regent Burns moved and Regent Anthony seconded to approve the meeting scheduled for October 21, 2016, in the Executive Board Room of the Administration Building on the campus of OSU-Tulsa, 700 N. Greenwood Ave., Tulsa, Oklahoma.

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

#### Adoption of Memorial Resolutions

Chairman Hall said former Regent Andy Lester recommended the implementation of honoring former Regents who have passed with the adoption of Memorial Resolutions in their honor. He noted that there are two Memorial Resolutions for consideration for former Regents Mr. Edwin Ketchum and Mr. Gus Edwin Malzahn. (The Memorial Resolutions for former Regents Edwin Ketchum and Gus Edwin Malzahn are attached to this portion of the minutes as ATTACHMENTS A and B and considered a part of these minutes.)

Regent Davis moved and Regent Link seconded to adopt the Memorial Resolutions for former Regents Edwin Ketchum and Gus Edwin Malzahn as presented.

Chairman Hall said this is a great recognition for a lot of service and commitment to this Board and a lifetime of work of each of these men, and the Board appreciates their time and service.

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

Resolution  
EDWIN E. KETCHUM

WHEREAS, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Regent, Mr. Edwin E. Ketchum, was claimed by death on May 31, 2016, at the age of 87; and,

WHEREAS, Mr. Ketchum, a prominent Stephens County rancher and cattleman, devoted countless hours to helping the people of his community and the state promoting agriculture and was named Outstanding Young Farmer in Stephens County in 1963 in addition to being named "1985 Man of the Year" by *The Progressive Farmer* magazine; and,

WHEREAS, he will be remembered by generations of Oklahomans for his outstanding achievements and exemplary service to local, state, and national organizations including serving as President of the Stephens County Livestock Growers Association, Past President of the Oklahoma Cattlemen's Association, President of the Southwest Animal Health Research Foundation, and Charter Member of the National Cattlemen's Beef Association; and,

WHEREAS, Mr. Ketchum was instrumental in the effort to eradicate the screwworm fly, a pest that was crippling cattle production and farming, when he joined the Southwest Animal Health Research Foundation in the early 1960's and then established an office in Duncan to supervise the eradication in Central America and Panama; and,

WHEREAS, Mr. Ketchum rendered service as a Regent from 1973 to 1989 during a critical period for agriculture and public education and was on the cutting edge of efforts to mold Oklahoma State University into an academic research leader with national and international stature; and,

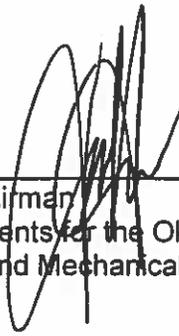
WHEREAS, in his passing, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges and the Oklahoma institutions of higher education it governs have suffered the loss of a true friend and devoted citizen.

NOW, THEREFORE, BE IT RESOLVED that the Board takes this method to express respect to his memory and to extend to the family its deep sympathy in the loss sustained.

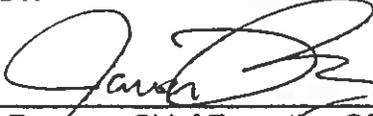
BE IT FURTHER RESOLVED that this resolution be sent to the family of Mr. Ketchum and a copy spread upon the official minutes of the Board as a lasting tribute to his extraordinary service and commitment to higher education in Oklahoma.

Adopted by the Board of Regents this 17<sup>th</sup> day of June, 2016.



  
 \_\_\_\_\_  
 Joe Hall, Chairman  
 Board of Regents for the Oklahoma  
 Agricultural and Mechanical Colleges

ATTEST:

  
 \_\_\_\_\_  
 Jason Ramsey, Chief Executive Officer

Resolution  
GUS EDWIN "ED" MALZAHN

WHEREAS, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Regent, Mr. Gus Edwin "Ed" Malzahn, was claimed by death on December 11, 2015, at the age of 94; and,

WHEREAS, Mr. Malzahn, a life-time resident of Perry, Oklahoma, was known for his enterprising and innovative ways, and he changed the way the world's utility infrastructure is installed and maintained when in 1949 he launched the first service line trencher, the Ditch Witch model DWP; and,

WHEREAS, he will be remembered by generations of Oklahomans for his outstanding achievements and exemplary service to local, state and national organizations including serving as Chair of the State Economic Development Commission and Chairman of the Equipment Manufacturers Institute; and,

WHEREAS, he was recognized for his many contributions by receiving numerous awards including his induction into the Oklahoma Inventors Hall of Fame, American Rental Association Hall of Fame, Construction Equipment Hall of Fame, and North American Society of Trenchless Technology Hall of Fame in addition to being named Inventor of the Year by the Oklahoma Bar Association: Patent, Trademark and Copyright Section; and,

WHEREAS, Mr. Malzahn was also instrumental in meeting the needs of the community and its residents by volunteering and providing financial contributions to numerous organizations; and,

WHEREAS, by his loyalty, attention to duty, and faithful performance rendered service as a Regent from 1987 to 1991, and as a citizen worthy of commemoration and respect; and,

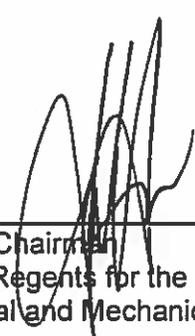
WHEREAS, in his passing, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges and the Oklahoma institutions of higher education it governs have suffered the loss of a true friend and devoted citizen.

NOW, THEREFORE, BE IT RESOLVED that the Board takes this method to express respect to his memory and to extend to the family its deep sympathy in the loss sustained.

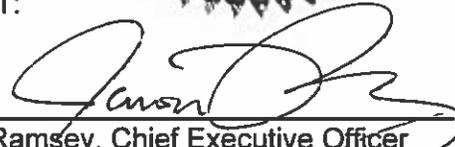
BE IT FURTHER RESOLVED that this resolution be sent to the family of Mr. Malzahn and a copy spread upon the official minutes of the Board as a lasting tribute to his extraordinary service and commitment to higher education in Oklahoma.

Adopted by the Board of Regents this 17<sup>th</sup> day of June, 2016.



  
 \_\_\_\_\_  
 Joe Hall, Chairman  
 Board of Regents for the Oklahoma  
 Agricultural and Mechanical Colleges

ATTEST:

  
 \_\_\_\_\_  
 Jason Ramsey, Chief Executive Officer

June 17, 2016

OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

Dr. Tim Faltyn, President, and Mr. Benny Dain, Vice President for Fiscal Affairs, 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. Faltyn said it is nice to be on the beautiful OSU-Oklahoma City campus. He said Ms. Shirley and her staff have done a great job hosting the meeting, and he said he thought it was a very nice touch that she invited everyone to her home last evening.

Dr. Faltyn said today marks the end of the second week of his presidency at OPSU. He said he has been honored by the way the campus has embraced him and his family. He noted that there seems to be a great deal of enthusiasm, and everyone is really excited about moving forward.

Items of information addressed by Dr. Faltyn included efforts to try to boost enrollment for the fall semester to put OPSU on a more sustainable path, and the success of the OPSU Rodeo Team which is currently competing in the College National Finals Rodeo in Casper, Wyoming. He noted that the team currently is sitting in fourth place with three leading in their individual events.

In addition, Dr. Faltyn reported on OPSU's 107<sup>th</sup> commencement ceremony, and he expressed appreciation to Chairman Hall, Regent Burns, Regent Davis, and Mr. Ramsey for their attendance. OPSU had 272 graduates, which is about 23 percent of its enrollment. He noted that Chairman Hall was an excellent commencement speaker. Chairman Hall said commencement was a good last day for Dr. David Bryant and a real expression of appreciation to him and his service.

Dr. Faltyn said Chairman Hall has been excellent in terms of being engaged. He said many do not realize that serving as Chairman is like adding another 40 hours a week to an already full schedule, and he very much appreciated Chairman Hall's service. Dr. Faltyn presented Chairman Hall with a knife that was custom made by an OPSU faculty member. Chairman Hall expressed appreciation to Dr. Faltyn and the faculty and staff who contributed to the gift.

Personnel Actions

Dr. Faltyn reviewed the personnel actions. He referenced item D2. regarding the request to fill replacement positions. He noted that these are some of the key administrative roles that are being replaced effective July 1, 2016. In many ways it is a new day, but in a lot of ways there has been a great deal of institutional memory lost. He called the Board's attention to Diane Murphey who had planned to retire. She served on the OPSU Presidential Search Committee and was so inspired by the way the campus has reacted and moving forward that she is going to stay another year on an interim basis to get OPSU through this period. It was believed this would be prudent since Dr. Murphey has a lot of institutional memory.

Approval of FY-2017 Budget Documents

Dr. Faltyn presented the FY-2017 budget documents for Oklahoma Panhandle State University and recommended their approval. He said the budget was discussed yesterday with members of the Planning and Budgets Committee. (The budget documents for Oklahoma Panhandle State University are collectively on file on a compact disc in the Board of Regents' Office as Document No. 4-6-17-16. The OPSU Personnel Salary Spreadsheet for Fiscal Year 2017 is on file in the Board of Regents' Office as Document No. 5-6-17-16.)

Dr. Faltyn wanted to acknowledge Benny Dain, Liz McMurphy, Dana Collins, and Carol Hill for their work on the budget preparation. He noted that OPSU is increasing tuition by 3.7 percent, which is going to be significantly less than any other college or university in the State of Oklahoma. He said he is concerned about the fact that there are a lot of people stating that higher education institutions just raise tuition in order to cover the budget cuts. Even with the tuition increase, this will still leave an additional \$850,000 deficit for OPSU. If there are some additional budget reductions, that deficit amount will increase. Things are very dire. Dr. Faltyn said he believes from a public perception the more it can be stated that this is not something the colleges and universities can just absorb, then the more people will understand that these are real people doing real jobs that impact the future of the State. He said he believes this is as important as anything that can be reported in this environment.

Regent Anthony reported that the Planning and Budgets Committee met with the administration of Oklahoma Panhandle State University to review the FY-2017 budget recommendations. The Committee acted to recommend Board approval as follows.

Regent Anthony moved that with regard to Items D3., F1., F2., F3., and F4., that the Board conditionally approve all elements of the budget as presented by the OPSU administration, including any recommendations on salary and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions and personnel actions. Regent Link seconded the motion.

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

Balance of Agenda

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

Chairman Hall wished OPSU luck in the College National Finals Rodeo. Once again, he expressed appreciation for the gift.

The business of Oklahoma Panhandle State University being concluded, Dr. Faltyn and Mr. Dain were then excused from the meeting.

OKLAHOMA PANHANDLE STATE UNIVERSITY  
Goodwell, Oklahoma

June 17, 2016

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. Personal remarks – Dr. Tim Faltyn

Part B---Resolutions

None

Part C---Policy and Operational Procedures

None

Part D---Personnel Actions

1. Board approval is requested for the following personnel actions effective July 1, 2016. Promotions include a \$1,000 increase in base salary.

The promotion of Russell Guthrie from Associate Professor to Professor of Communications.

2. Approval is requested to fill the following replacement positions:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>	<u>Assignment</u>
Diane Murphey	Vice President of Academic Affairs and Outreach	\$117,000.00	7/01/16	12 Month
Joe Breeden	Dean of Business and Technology	\$70,300.00	7/01/16	12 Month
Rantz Trayler	Director of Student Services	\$50,000.00	7/01/16	12 Month
Steve Martin	Department Chair of CIS	\$48,483.20	7/01/16	12 Month

3. Board approval is requested for the OPSU personnel salary spreadsheet (provided separately) showing proposed FY 2017 promotional increases. The detailed spreadsheet compares FY 2016 salaries to proposed FY 2017 salaries. See attached.

**Part E---Instructional Programs**

Board approval is requested for a program modification for the Bachelor of Technology (BTEC) degree – Computer Graphics Option. See attached.

**Part F---Budgetary Actions**

Board approval is requested for the following budgetary actions:

1. E & G Budget for FY 2017:
  - a. State-appropriated funds: \$5,899,501.
  - b. OSRHE grants, contracts, and reimbursements: \$47,004.
  - c. Revolving fund of: \$11,356,361
  - d. Total E & G budget figure: \$17,302,866 (revenue).  
(this includes \$1,189,736 of reserves).
  - e. Total E & G budget figure: \$17,302,866 (expenditures).

Enrollment projections of 1,245 students for the fall semester, 1,137 students for the spring semester and 342 students for the summer semester were used in the FY 2017 budget. This equates to a total of 31,752 credit hours.

2. Sponsored Program Budget of \$269,665.
3. Auxiliary Enterprise Budget of \$8,998,925.
4. Board approval is requested for a 3.7% increase in total resident tuition and mandatory fees for FY 2017. This will generate \$268,304 that will be attributed to tuition.

**Part G---Other Business and Financial Matters**

None

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

None

**Part I---New Construction or Renovation of Facilities**

None

Part J---Purchase Requests

Board approval is requested for the following purchase orders over \$75,000 for FY 2017:

Contract	Explanation	FY17
Town of Goodwell	Campus Police, Fire, EMS, Trash Services, Engineering Services, Ambulance Services	\$ 155,000.00
Risk Management Division	Employee Tort Liability, Property Insurance, Vehicle Liability	\$ 108,000.00
West Texas Gas	Natural Gas for University	\$ 100,000.00
Tri County Electric	Electricity for University	\$ 800,000.00
OSU Bursar's Office	Prorated Share of Operational costs for Board of Regents, Legal Counsel, Purchasing Director, and Internal Audits, Chargebacks for Touchnet, OK Corral, and Purchasing, Bank reconciliation, and Ethics Point	\$ 175,000.00
OSU Information Technology	ERP (Banner), EES (Microsoft), campus licenses and training	\$ 200,000.00
Sodexo Marriott	Food Service	\$ 825,000.00
OK Regents for Higher Ed.	Bond payments	\$ 895,000.00
Village Tours	Bus Charter Service for NCAA Travel (Option to renew annually with mutual consent)	\$ 210,000.00
Utilities Staffing Research	Contract Employment Agency	\$ 700,000.00
Ashland Feed (Bid)	OPSU Bull Test annual feed allotment	\$ 80,000.00
Johnson Controls	HVAC Service Agreement	\$ 572,856.00
Midwest Sporting Goods	Athletic clothing and supplies for all sports	\$ 120,000.00
Wiley Hicks Jr. Inc.	Construction Manager at Risk (CMAR)	\$ 175,000.00
Panhandle Telephone Coop	Phone service, cable, and wifi	\$ 90,000.00

**TOTAL \$5,205,856.00**

Part K---Student Services/Activities

None

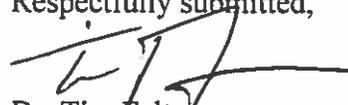
Part L---New Business Unforeseen At Time Agenda Was Posted

None

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

1. The April/May 2016 Summary of Out-of-State Travel report is attached.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T. Faltyn', with a long horizontal stroke extending to the right.

Dr. Tim Faltyn  
President

Current Degree Program

Proposed Degree Program

Technology (BTEC)	124
Semester Hours	
<b>Computer Graphics Option</b>	
Students will be admitted to candidacy for the degree after having completed the following 1 year program consisting of 31 hours:	
Uess-Student Success Seminar	
Cis 2613-Typography	
Cis 2633-Audio for Video	
Art 1433-Fundamentals of Art	
Cis 2303-Lighting and Composition	
Art 2243-Design I	
Cis 2313-Storyboarding OR	
Engl 4433-Game Writing	
Engl 1113-Freshman English I	
Engl 1213-Freshman English II	
Math 1513-College Algebra	
Hum 1533-Art Appreciation	
<b>To complete the four-year degree, students must take:</b>	
<b>General Education</b>	29
remaining general education hours to complete 41 required	
<b>Residence Major</b>	30
Art or CIS Electives - six hours	
Badm 2013-Personal Finance	
Cis 2113-HTML/Web Design	
Cis 3393-Video Editing	
Cis 3413-Post Production	
Cis 3343-3D-Dynamics	
Cis 4023-Texturing for 2D and 3D	
Cis 4413-Web Animation	
Engl 3023-Technical Writing	
OR Badm 3173-Business Communications	
<b>Residence Minor</b>	18
Cis 2623-Survey of 2D Graphics	
Cis 3313-Modeling I	
Cis 4233-Game Level Design	
Cis 3383-Advanced Modeling/Lighting	
Cis 4243-Computer Animation	
Cis 4443-Project in Animation	
<b>Electives</b>	16
Advisor approved in Cis, Hist, Engl, Math, Acct, Ais,	

Technology (BTEC)	124
Semester Hours	
<b>Computer Graphics Option</b>	
Students will be admitted to candidacy for the degree after having completed the following 1 year program consisting of 31 hours:	
Uess-Student Success Seminar	
Cis 2613-Typography	
<del>Cis 2633-Audio for Video</del>	
<b>Cis 2113 - HTML/Web Design</b>	
Art 1433-Fundamentals of Art	
Cis 2303-Lighting and Composition	
Art 2243-Design I	
Cis 2313-Storyboarding OR	
Engl 4433-Game Writing	
Engl 1113-Freshman English I	
Engl 1213-Freshman English II	
Math 1513-College Algebra	
Hum 1533-Art Appreciation	
<b>To complete the four-year degree, students must take:</b>	
<b>General Education</b>	29
Remaining general education hours to complete 41 required	
<b>Residence Major</b>	30
Art or CIS Electives - <del>six</del> nine hours	
Badm 2013-Personal Finance	
<del>Cis 2113-HTML/Web Design</del>	
Cis 3393-Video Editing	
Cis 3413-Post Production	
Cis 3343-3D-Dynamics	
Cis 4023-Texturing for 2D and 3D	
Cis 4413-Web Animation	
Engl 3023-Technical Writing	
OR Badm 3173-Business Communications	
<b>Residence Minor</b>	18
Cis 2623-Survey of 2D Graphics	
Cis 3313-Modeling I	
Cis 4233-Game Level Design	
Cis 3383-Advanced Modeling Lighting	
Cis 4243-Computer Animation	
Cis 4443-Project in Animation	
<b>Electives</b>	16
Advisor approved in Cis, Hist, Engl, Math, Acct, Ais, Badm, Indt, Biol, or Art courses.	

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF April/May 2016  
MONTH

FUND SOURCE	FY16		FY15		FY16		FY15	
	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			<u>April/May 15</u>					
ST APPRO	17	\$ 5,377.10	26	\$ 6,289.55	111	\$ 31,451.30	131	\$ 36,481.89
FEDERAL	2	\$ 177.00			2	\$ 177.00		
PRIVATE								
AUXILIARY			1	\$ 307.09	33	\$ 11,135.67	15	\$ 5,652.40
OTHER					1	\$ 579.60		
TOTAL	19	\$ 5,554.10	27	\$ 6,596.64	147	\$ 43,343.57	146	\$ 42,134.29

June 17, 2016

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Jeff Hale, President, and Mr. Mark Rasor, Vice President for Fiscal 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 expressed appreciation to President Shirley and her husband, Russ, for the great event last evening. He complimented Ms. Shirley and her team for how good the campus looks and said they deserve a lot of credit.

Dr. Hale expressed thanks to Chairman Hall for his year of service as Chairman. A few things that really stood out to him as he watched Chairman Hall serve in this role this past year was the obvious amount of travel across the state, the massive amount of additional time he spent in the role, his unique ability to make everyone feel really appreciated, and his public service. He noted that Chairman Hall has served as a Regent for approximately 13 years. On behalf of the faculty, staff, and students of NEO, Dr. Hale expressed appreciation.

Approval of FY-17 Budget Documents

Dr. Hale presented the FY-2017 budget documents for Northeastern Oklahoma A&M College and recommended their approval. Dr. Hale said the budgets were presented to the Planning and Budgets Committee at its meeting yesterday. (The 2016-2017 Faculty and Professional Salaries and Classified and Support Personnel Salaries are collectively on file in the Board of Regents' Office as Document No. 6-6-17-16; and the FY-17 budget documents for NEO are collectively on file on a compact disc in the Board of Regents' Office as Document No. 7-6-17-16.)

Dr. Hale said NEO is proposing a 9 percent tuition and mandatory fee increase, which is an approximate \$11 per credit hour increase. That takes NEO from approximately \$127 per credit hour to \$138 per credit hour. NEO's tuition increase will generate about \$600,000 in added revenue above what was generated this year; however, NEO's budget shortfall was \$1.8 million. The \$1.2 million gap will be made up with terminations, unfilled positions, resignations, and operating budget cuts. NEO will be ready for the July 1 budget period and is planning for another very challenging environment for FY-17, as well.

Regent Anthony reported that the Planning and Budgets Committee met with the administration of Northeastern Oklahoma A&M College to review the FY-2017 budget recommendations. The Committee acted to recommend Board approval as follows.

Regent Anthony moved that with regard to Items F1., F2., and K1., that the Board conditionally approve all elements of the budget as presented by the NEO administration, including any recommendations on salary and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any

pending or future budget decisions and personnel actions. Regent Link seconded the motion.

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

#### Contract with Landmark Service Group

Dr. Hale reported that interim approval was received from the Chief Executive Officer to award a contract to Landmark Service Group to provide custodial service, grounds service, and small construction services, effective July 1, 2016. He said this will eliminate 13 full-time positions from NEO's payroll. Most of those individuals will be hired in the initial phase by Landmark for a 60-day trial period. It is estimated that the move to privatize custodial and ground services will save \$125,000 to \$150,000 per year for the College.

#### Approval to Begin the Selection Procedures for a Construction Manager at Risk for the Construction of New Dormitories

Dr. Hale requested Board approval to begin the selection procedure for a Construction Manager at Risk to assist the College in the programming, design, and construction of two new 46-bed dormitories. He reported that this matter was discussed with members of the Fiscal Affairs and Plant Facilities Committee at its meeting this morning.

Regent Burns said the Committee met with the administration of NEO regarding its request to begin the selection process for a Construction Manager at Risk for the new dormitory project. The Committee voted to approve the administrative recommendation.

Regent Burns moved and Regent Reese seconded to authorize the NEO administration to begin the selection procedure for a Construction Manager at Risk to assist the College in the programming, design, and construction of two new 46-bed dormitories.

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

#### Approval to Begin Selection Process for an Architectural Firm for the New Student Housing Project

Chairman Hall noted there was an item added to the NEO Agenda regarding a request to begin the selection process for an Architectural firm to assist the College with the design and construction of the new student housing project.

Regent Burns moved and Regent Anthony seconded to authorize NEO to begin the selection process for an Architectural firm to assist the College with the design and construction of the new student housing project.

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

#### Balance of Agenda

Regent Anthony moved and Regent Link 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, Callahan, Davis, Hall, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: Milner. The motion carried.

Chairman Hall expressed thanks to Dr. Hale for his comments. He said one of the greatest joys about serving as Chairman is representing people who serve the Board and the institutions well. He said what really makes it rewarding is when the Regents are not confronted with embarrassing situations and know that all the people who are representing the institutions are quality professional people with their hearts in the right place, taking care of business, and doing their job. He expressed appreciation to everyone for that.

The business of Northeastern Oklahoma A&M College being completed, Dr. Hale and Mr. Rasor were then excused from the meeting.

**NORTHEASTERN OKLAHOMA A&M COLLEGE**  
Miami, Oklahoma  
June 17, 2016

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
  - June 2016 "NEO Update"

**PART B - RESOLUTIONS**

None

**PART C - POLICY AND OPERATIONAL PROCEDURES**

**PART D - PERSONNEL ACTIONS**

1. Position/Salary Change
  - a. Jan Allen, Nursing Instructor, changing to position of Fast Track Nursing Instructor, to be paid an annual salary of \$54,430, effective May 15, 2016.
2. Information Requiring No Action by the Board
  - a. Kim Mercer, Fast Track Nursing Instructor, resigned effective May 31, 2016.
  - b. Steve Bearden, Director of Human Resources, resigned effective April 29, 2016.

**PART E - INSTRUCTIONAL PROGRAMS**

None

**PART F - BUDGETARY ACTIONS**

1. Operating Funds Allocations for 2016-17

Board authorization is requested for Northeastern Oklahoma A&M College’s proposed 2016-17 E&G Budget, Parts I and II, and the Auxiliary Budget. The Oklahoma State Regents for Higher Education recently made allocations for fiscal year 2016-17 as appropriated by the Oklahoma Legislature. For your information, the following is a comparison of the 2016-17, 2015-16, 2014-15, and 2013-14 budget allocations.

Budget Year	Total State Allocated Funds	\$ Amount Inc./ (Dec.)	% Inc./ (Dec.)
2016-17	\$ 7,275,867	(\$ 1,381,221)	(15.9%)
2015-16	\$ 8,657,088	(\$ 313,988)	(3.5%)
2014-15	\$ 8,971,076	0	NA
2013-14	\$ 8,971,076	\$ 110,961	1.25%

2. 2016-17 Salary Recommendation

Board authorization is requested for the 2016-17 Faculty and Professional, Classified and Support Personnel Salary Recommendations (E&G and Auxiliary) (Reference Document #1). The budget reflects the payment of 100% of the Teacher Retirement for all eligible employees. The contribution rate on all salaries and benefits is 9.5%. In addition, the College pays administrative costs at the rate of 7.5% on all salaries and benefits. Also included in the budget are all premiums for health insurance in excess of \$75/employee/month and term life insurance on all full-time employees.

3. Fund Transfers

The administration of NEO A&M College respectfully requests board authorization to transfer \$50,000 from the E&G Operating Fund (290) and \$50,000 from the Auxiliary Fund (701) to the Unexpended Plant Fund (295), in support of debt service, equipment purchases and capital projects in the fiscal year 2017.

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

**1. Master Lease Revenue Bonds**

Board authorization is requested to pay debt service payments for FY 2017 on master lease revenue bonds as follows:

Master Lease Series	Purpose	Funding Source	Total	Final Payment Date
2007A	Football Field Renovation	Sec. 13 & Aux	\$ 96,517.87	May 15, 2017
2010A - 20 year	Student Union Renovation	Auxiliary	\$ 248,010.34	May 16, 2030
2010B - 7 year	Student Union Equipment	Auxiliary	\$ 149,016.66	Nov. 15, 2017
2010B - 20 year	Student Union Equipment	Auxiliary	\$ 47,339.28	Nov. 15, 2030
2011A - 7 year	Campus Lighting	Sec. 13 & Aux	\$ 26,493.60	May 15, 2018
2011A - 20 year	Student Union Renovation	Auxiliary	\$ 230,305.71	May 15, 2031
2011C - 7 year	Student Housing Complex	Sec. 13 & Aux	\$ 70,269.17	May 15, 2018
2011C - 15 year	Student Housing Complex	Sec. 13 & Aux	\$ 2,860.38	May 15, 2026
2011C - 20 year	Student Housing Complex	Sec. 13 & Aux	\$ 13,678.95	May 15, 2031
2013A - 5 year	Vehicles, Class Furniture, Kah-Ne Hall Reno	Section 13	\$ 70,229.67	May 15, 2018
2013A - 7 year	Classroom Furniture	Section 13	\$ 16,281.75	May 15, 2020
2013A - 30 year	Kah-Ne Hall Renovation	Section 13	\$ 126,341.34	May 15, 2043
2014C - 20 year	Synar Farm	Sec. 13, E&G, Private	\$ 81,950.16	May 15, 2034
2015C - 5 year	Phone System	E&G	\$ 48,793.60	May 15, 2020
TOTAL FY2017			\$ 1,228,088.48	

**2. Adult Education & Family Literacy Grant for FY 2017**

We have received notification from the State Board of Career and Technology Education of our allocation for the Adult Education & Family Literacy Grant for Craig, Delaware and Ottawa counties. The FY2017 allocation is \$83,477.57 (\$68,626.53 federal and \$14,851.04 state). These funds are used for the operation of an on-campus Adult Literacy Center that provides GED test preparation and testing for the aforementioned county residents. Board authorization is requested to expend funds, including payment of administrative allowances at year-end, according to grant guidelines.

**3. Federal Awards for Campus-Based Student Financial Aid Programs for FY 2017**

The federal government has advised us of our tentative awards for the Supplemental Education Opportunity Grant (SEOG) in the amount of \$100, 490 and the Federal Work Study (FWS) elements of the Student Financial Aid (SFA) program in the amount of \$150, 989 for FY2016-17. These award amounts are the same as FY2015-16. Although these awards are tentative and subject to revision, experience has consistently shown only minimal, if any changes occur. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to the financial aid program guidelines.

**PART H - CONTRACTUAL AGREEMENTS (other than construction and renovation)****1. Contract with the Northeastern Oklahoma A&M College Development Foundation**

Board authorization is requested to continue the contract between Northeastern Oklahoma A&M College and the Northeastern Oklahoma A&M College Development Foundation for services rendered by the College to the Foundation in return for financial support from the Foundation with the option to renew annually based on mutual agreement. The Foundation provides scholarships, endowments, etc. in support of the College's educational and other public missions and the College provides a Director, secretarial assistance and office space. The agreement has been previously approved by Legal Counsel.

**2. Food Services Contract with Sodexo Operations, LLC**

Board authorization is requested to exercise the one-year option with Sodexo Operations, LLC to manage and operate food services for NEO. The original contract (approved in June 2010) was for three years with five one-year renewal options. This contract has been reviewed and approved by Legal Counsel.

**3. Interim Approval - Contract with Landmark Service Group for Custodial, Grounds, and Small Construction Services**

We request ratification of previously granted interim approval to award a contract to Landmark Service Group to provide Custodial service, Grounds Service, and Small Construction services as specified in Competitive Bid # OS-160700-KAT and to renew annually based upon mutual agreement. The funding for the contract is from the E&G and Auxiliary budgets.

**PART H - CONTRACTUAL AGREEMENTS (continued)****4. Clinical Facilities for Health Science Programs****a. Associate Degree Nursing**

Access Family Care – Neosho, MO  
 Cerebral Palsy Clinic – Webb City, MO  
 Community Development Inst. (CDI)  
 Head Start Service Northeast Okla. – Jay, OK  
 Craig General Hospital – Vinita, OK  
 Davita Dialysis Center – Miami, OK  
 Freeman Health System – Joplin & Neosho, MO  
 Grove Christian Medical Clinic – Grove, OK  
 Grove Public Schools – Grove, OK  
 Integris Reg. Health Ctr. (Mental Health – Miami)  
 Integris Grove General Hospital – Grove, OK  
 Integris Regional Health Center – Miami, OK  
 Legacy Hospital – Joplin, MO  
 Mercy Hospital – Joplin, MO  
 Miami Health Facilities dba/Windridge Nursing & Rehab Ctr. – Miami, OK  
 Miami Public Schools – Miami, OK  
 Northeast Tribal Health System – Miami, OK  
 Oklahoma Forensic Center – Vinita, OK  
 Oklahoma State Health Dept. – Miami, OK  
 Veterans Healthcare System of the Ozarks  
 Vinita High School, Vinita, OK  
 Willow Crest Hospital – Miami, OK

**b. Medical Laboratory Technician**

Cherokee Nation - (Hayes Memorial, Vinita Health Ctr. & Three Rivers Health Ctr.)  
 Coffeyville Regional Medical Center - Coffeyville, KS  
 Craig General Hospital - Vinita, OK  
 Diagnostic Laboratories of Okla. - Oklahoma City, Grove, Miami, Enid Oklahoma  
 Easter Health System - Muskogee, OK  
 Freeman Health System – Joplin and Neosho MO  
 Indian Health Service - Claremore, OK  
 Jane Phillips Medical Ctr.- Bartlesville, OK  
 Labette Health - Parsons, KS  
 Mercy Health Center - Fort Scott, KS  
 Northeast Tribal System – Miami Ok  
 Northwest Medical Center – Bentonville, Springdale and Johnson, AR  
 Ozark Community Hospital - Gravette, AR  
 Perry Memorial Hospital - Perry, OK  
 RML Laboratories - Tulsa, OK RML Laboratories –  
 Nevada Regional Medical Center - Nevada, MO  
 Stillwater Medical - Stillwater, OK  
 Tahlequah City Hospital - Tahlequah, OK  
 Via Christi Hospital - Pittsburg, KS

**PART H - CONTRACTUAL AGREEMENTS (continued)**

**c. Physical Therapist Assistant**

Cherokee Nation Vinita Health Ctr. - Vinita, OK  
Comanche County Hospital – Lawton, OK  
Communities of Wildwood – Joplin, MO  
Craig General Hospital -Vinita, OK  
Freeman Health Systems - Joplin, MO  
Freeman Health Systems - Neosho, MO  
Get Fit Wellness -Neodesha, KS  
Girard Medical Center - Girard, KS  
Golden Living Center -Pittsburg, KS  
Grand Lake Villa – Grove, OK  
Grove Nursing Center – Grove, OK  
Hillcrest Hospital – Claremore, OK  
Holly Street Physical -Siloam Springs, AR  
ALL INTEGRIS facilities in Oklahoma  
Jane Phillips Medical -Bartlesville, OK  
Labette Health -Parsons, KS  
Landmark Hospital -Joplin, MO  
Mercy Health - Joplin, MO  
Mercy Health -Fort Scott, KS  
NEO Orthopedic Rehab - Miami, OK  
Neosho Memorial Regional Medical - Chanute, KS  
Oklahoma Physical Therapy -Oklahoma City  
Orthopedic Specialists of the Four States - Galena, KS Physical Therapy of Joplin -Joplin, MO  
ALL Red Bud Physical Therapy facilities in Oklahoma  
Spring River Christian Village – Joplin, MO  
Stillwater Medical Center -Stillwater, OK  
ALL Summit PT and Rehab in Oklahoma

Tulsa Jewish Center Retirement & Health Ctr. - Tulsa  
Via Christi Cornerstone - Pittsburg, KS  
Windridge Nursing & Rehab Center – Miami, OK

**PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES****1. Approval to Begin the Selection Procedures for a Construction Manager at Risk for the construction of two new 46-bed dormitories.**

Board approval is requested to begin the selection procedure for a construction manager at risk to assist the College in the programming, design, and construction of two new 46-bed dormitories.

The project will consist of two 24-room dormitories. 22 of the rooms will be double occupancy and feature two twin beds, two desks, a dresser, a walk-in closet, and a bathroom with two sinks, toilet and bathtub/shower and a heating/air conditioning unit. Each dormitory will also include two comparable ADA compliant rooms.

A recommendation for the selection of the construction manager at risk will be presented to the Board at a future meeting.

**Funding.**

\$4,500,000 Master Real Property Lease 2016. Debt service (\$253,000/yr) will be paid with auxiliary revenue generated by room rental revenue.

**Justification/background Information.**

90% of the College's student housing was constructed prior to 1970. The traditional dormitories feature double rooms with a communal restroom/shower shared by approximately 30 students.

In a recent survey NEO students indicated that they would prefer additional housing options.

- 90% agree or strongly agree that campus housing is an important factor in choosing a college.
- 94% agree or strongly agree that having a private bathroom would convince them to live in campus housing longer.
- 89% agree or strongly agree that they would be willing to pay more for a dorm room if they had a private bathroom and their own heating and air conditioning control.

**2. Approval to Begin Selection Process for an Architectural Firm to Assist the College with the Design and Construction of the new Student Housing Project.**

Board approval is requested to begin the selection process for an architectural firm to assist the College with the design and construction of the new Student Housing Project on the NEO campus.

The planned costs for this project are expected to be \$4,500,000 and are to be funded through the State Regents' Master Lease program.

**PART J - PURCHASE REQUESTS**

- Board authorization is requested to pay Oklahoma State University for SCT/Banner maintenance, Microsoft Campus Agreement License and Desire 2 Learn (D2L) for the period of July 1, 2016 through June 30, 2017 at an approximate amount of \$300,000. The funding will be from the E&G budget, Part I.

**PART K - STUDENT SERVICES/ACTIVITIES**

- Proposed Tuition & Mandatory Fees Increase Request

Board authorization is requested for an increase in resident and non-resident tuition and mandatory fees as depicted in the following chart, effective with the fall-2016 semester (OSRHE forms are attached as Reference Document #?).

<b>Tuition and Mandatory Fees</b>				
		Per Credit Hour		
<b>Tuition:</b>		<u>Current Fee</u>	<u>Proposed Fee</u>	<u>Increase</u>
Resident		\$78.00	\$85.50	\$7.50
Nonresident Fee		\$178.00	\$188.00	\$10.00
<b>Total Nonresident Tuition</b>		<b>\$256.00</b>	<b>\$273.50</b>	<b>\$17.50</b>
<b>Mandatory Fees:</b>				
<b>E&amp;G:</b>				
Assessment		\$2.00	\$2.00	\$0.00
Library Automation & Materials		\$1.40	\$1.40	\$0.00
Student Technology		\$8.50	\$8.50	\$0.00
Infrastructure		\$2.00	\$2.00	\$0.00
	<b>Subtotal E&amp;G Mandatory Fees:</b>	<b>\$13.90</b>	<b>\$13.90</b>	<b>\$0.00</b>
<b>Auxiliary:</b>				
Student Activity		\$14.00	\$18.00	\$4.00
Student Facility Fee #1		\$11.50	\$11.50	\$0.00
Student Facility Fee #2		\$7.35	\$7.35	\$0.00
Cultural and Recreational Fee		\$2.00	\$2.00	\$0.00
Intramural		\$1.00	\$1.00	\$0.00
	<b>Subtotal Auxiliary Mandatory Fees:</b>	<b>\$35.85</b>	<b>\$39.85</b>	<b>\$4.00</b>
	<b>Total Mandatory Fees:</b>	<b>\$49.75</b>	<b>\$53.75</b>	<b>\$4.00</b>
<b>Total Tuition and Mandatory Fees:</b>				
	Resident	\$127.75	\$139.25	\$11.50
	Nonresident	\$305.75	\$327.25	\$21.50

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

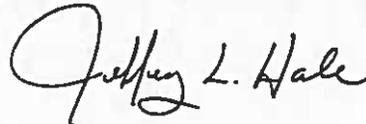
None

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

1. Out-of-State Travel Summary

The Summary for Out-of-State Travel for April and May 2016 is attached.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jeffery L. Hale". The signature is written in a cursive style with a large initial "J".

Dr. Jeffery L. Hale  
President

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

Apr-16

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.	2	782.21	5	3044.94	12	4321.74	36	16050.39
Federal	0	0	0	0	10	3539.53	12	12702.27
Private								
Auxiliary	0	0	0	0	10	6613.41	5	4079.37
Other								
<b>Total</b>	<b>2</b>	<b>782.21</b>	<b>5</b>	<b>3044.94</b>	<b>32</b>	<b>14474.68</b>	<b>53</b>	<b>32832.03</b>

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

May-16

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.	2	1717.44	1	91.5	14	6039.18	37	16141.89
Federal	0	0	0	0	10	3539.53	12	12702.27
Private								
Auxiliary	1	1829.26	3	1692.9	11	8442.67	8	5772.27
Other								
<b>Total</b>	<b>3</b>	<b>3546.7</b>	<b>4</b>	<b>1784.4</b>	<b>35</b>	<b>18021.38</b>	<b>57</b>	<b>34616.43</b>

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Ronald Ramming, Interim President, and Mr. Mike Lewis, Vice President of Fiscal Services, appeared before the Board of Regents to present the business of Connors State College and review the Agenda for members of the Board. He said he, too, would like to thank President Shirley for inviting everyone to her beautiful home last evening.

Dr. Ramming also extended his appreciation to the Board for its confidence in him with respect to his appointment as Interim President. He said he would be remiss if he did not talk about many of the good things that he will address today and recognize Dr. Faltyn's contribution to those. These will be pointed out as he goes through the Agenda.

Dr. Ramming referenced the *Connection*. The first article addresses commencement, and he noted that approximately 600 degrees and certificates were awarded, which is in excess of a 70 percent increase over the past five years. In addition, he referenced the article regarding the Alumni and Friends Banquet in which more than 120 alumni, friends, staff, and students attended the event. He noted that Debra Evans, James Cagle, and Tim Faltyn were inducted into the 2016 Connors State College Alumni Hall of Fame with Dr. Faltyn's induction recognizing him for the improvements he had made to the campus and for his exceptional service during his five years at Connors. He also noted that the soft opening of the Ken Ogdon Connors State College Museum in the north wing of Russell Hall highlighted this year's reunion at which time Mr. Ogdon pledged an additional \$100,000 towards the completion of that Museum. That brings his total contribution to approximately \$400,000, which makes him the largest single donor in the history of the College. That, too, was the direct result of the relationship that was built by Dr. Faltyn. Other information presented by Dr. Ramming that is included in the *Connection* is the dedication of the Dr. Stuart Woods Shooting Sports Complex and Wetlands and Connors' participation in the "Take Back the Night" rally against sexual violence.

Dr. Ramming also presented the new recruitment brochure prepared by the Public Relations Department. He said all the work was done in-house, and this publication will be submitted in a competition of the Oklahoma College Public Relations Association.

Approval of FY-2017 Budget Documents

Dr. Ramming presented the FY-2017 budget documents for Connors State College and recommended their approval including the salary recommendations for FY-2017. (The FY-2017 budget documents for Connors State College are collectively on file in the Board of Regents' Office on a compact disc as Document No. 8-6-17-16, and the list of the FY 2016-2017 Salary Recommendations is on file in the Board of Regents' Office as Document No. 9-6-17-16.) He said the budget was presented to the Planning and Budgets Committee of the Board of Regents.

Dr. Ramming said as Mr. Lewis pointed out yesterday, Connors' appropriations were cut approximately \$1.1 million. He noted that Connors is proposing increases in tuition and

mandatory fees and noted that these increases only make up about 36 percent of the budget decrease. The vast majority of the remainder of the deficit will be made up in personnel changes.

Regent Anthony reported that the Planning and Budgets Committee met with the administration of Connors State College to review the FY-2017 budget recommendations. He said the Committee acted to recommend Board approval as follows.

Regent Anthony moved that with regard to Items D.3., F.1., K.1., and K.2., that the Board conditionally approve all elements of the budget as presented by the Connors State College administration, including any recommendations on salary and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions and personnel actions. Regent Link seconded the motion.

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

#### Contractual Agreement with Indian Capital Technology Center

Dr. Ramming requested Board approval for Connors to enter into a contractual agreement with Indian Capital Technology Center to provide instruction for the Physical Therapist Assistant degree program. (The proposed contract between Connors State College and Indian Capital Technology Center is on file in the Board of Regents' Office as Document No. 10-6-17-16.)

#### Balance of Agenda

Regent Watkins moved and Regent Link seconded to approve the balance of the Agenda, subject to the availability of funds and/or the limitations of the budget.

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

Chairman Hall expressed appreciation to Dr. Ramming and Mr. Lewis for their service.

The business of Connors State College being concluded, Dr. Ramming and Mr. Lewis were then excused from the meeting.

# CONNORS STATE COLLEGE

Warner, Oklahoma

June 17, 2016

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. Ron Ramming**

- Connors Connection
- Branding and Recruiting Campaign
- Summer Enrollment Update

**B. RESOLUTIONS:**

*None*

**C. POLICY AND OPERATIONAL PROCEDURES:**

**1. Organizational Chart**

Board approval is requested for the Connors State College Institutional Organizational Chart for fiscal year 2017 (see attached).

**D. PERSONNEL ACTIONS:**

**1. Request for Change of Position/Salary/Months of Employment**

Board approval is requested for the following employment changes:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>	<u>Assignment</u>	<u>Explanation</u>
Dr. Julie Dinger	Interim VPAA	\$ 72,163	06/01/2016	12 month	Replacement
Michael Deese	Interim Head Softball Coach	\$ 34,066	06/01/2016	10 month	Replacement

**2. Information Requiring No Action by the Board**

- Dr. Tim Faltyn, President, resigned effective May 31, 2016.
- Marilyn "Diane" Adair, Nursing Instructor, resigned effective May 31, 2016.
- Charley Johnson, Nursing Instructor, resigned effective May 31, 2016
- Sharon Greenmyer, English Instructor, resigned effective June 30, 2016.
- Sandi Casey, Nursing Instructor, resigned effective June 30, 2016.
- Greg Broussard, Biology Instructor, resigned effective June 30, 2016.
- Rick Carbone, Head Softball Coach, resigned effective June 30, 2016.
- Kristen Byers, Business/CIS Instructor, resigned effective July 31, 2016.
- Stephanie Brown, Nursing Instructor, resigned effective July 31, 2016.**
- Shelly Schoonover, Nursing Instructor, resigned effective July 31, 2016.**

**3. Personnel and Salary Recommendations**

Board approval is requested for personnel recommendations and respective salaries for fiscal year 2017 (see attached).

**E. INSTRUCTIONAL PROGRAMS:**

*None*

**F. BUDGETARY ACTIONS:**

**1. Proposed Fiscal Year 2017 Budget**

Board approval is requested for the following budgets for fiscal year 2017: E&G I and II, and Auxiliary Enterprises. *(provided under separate cover)*

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

*None*

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

**1. Clinical Affiliation Agreements**

Authorization is requested to develop clinical affiliation agreements for fiscal year 2017 with the following:

Fort Gibson Nursing Home	Broadway Manor
Children's Clinic	Wade Pediatrics
DaVita	Parkview School for the Blind
Cherokee County Nursing Center	Go Ye Village
Good Shepherd Health Clinic	Baptist Free Health Clinic
Green Country Behavioral Health Services	Countryside Estates Nursing Center
Xpress Wellness	Central Baptist Church
Maternal Family Practice	Fort Gibson Medical Clinic
Muskogee Women's Clinic, Inc.	Reddy Care
Three Rivers Surgical Care	Cornerstone Hospital of Muskogee
Coweta Manor	Taft Unit JDCC/EWCC
Northeastern State University	Cherokee Hills Family Medicine
Eastar Health System, d/b/a Muskogee Regional Medical Center	
Northeastern Health System, d/b/a Tahlequah Hospital Authority	
Wagoner Hospital Authority, an Oklahoma Public Trust, d/b/a Wagoner Community Hospital	

**2. Contractual Agreement with Indian Capital Technology Center**

Board approval is requested for CSC to enter into a contractual agreement with Indian Capital Technology Center (ICTC) for providing instruction for the Physical Therapist Assistant degree program. ICTC will provide the technical instruction for this program. This degree program has been approved by the Oklahoma A&M Board of Regents and has been reviewed by legal counsel (see attached).

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

*None*

**J. PURCHASE REQUESTS:**

**1. Purchase Orders Over \$75,000**

Board approval is requested for the following purchase orders over \$75,000 for fiscal year 2017:

1. Food Services Sodexo	est. \$625,000.00
2. Maintenance DTZ, Inc.	est. \$950,000.00
3. Security Services G4S Secure Solutions USA, Inc.	est. \$200,000.00
4. Risk Management Division, OMES Property/Contents Insurance	est. \$87,850.00
5. Imagenet Consulting LLC	est. \$115,000.00
6. OSU Pro Rata Share of Cost	est. \$123,045.00
7. OSU CIS (SCT and new ERP cost)	est. \$189,561.00
8. College Association of Liability Management (CALM)	est. \$31,625.00

**K. STUDENT SERVICES/ACTIVITIES:**

**1. Proposed Tuition and Mandatory Fees Increase Request**

Authorization is requested for an increase in resident and non-resident tuition and mandatory fees as depicted below, effective fall semester 2016. CSC administration and student government leaders have worked very closely to bring about many changes that have been identified as priorities by the Student Body Government. While students, faculty, staff and administration understand the importance of access and affordability, everyone involved also expressed understanding that campus safety, campus life, quality education and co-curricular programming comes with related costs.

<u>Name of Fee</u>	<u>Current Per Cr. Hour</u>	<u>Proposed Per Cr. Hour</u>	<u>Increase Per Cr. Hour</u>
Resident Tuition	\$ 84.32	\$ 92.25	\$ 7.93
Non-Resident Tuition	156.76	156.76	-
Technology Fee	7.50	9.00	1.50
Assessment Fee	2.00	3.00	1.00
Activity Fee	12.00	12.50	.50
Other Mandatory Fees	18.75	18.75	-
Total Resident Tuition & Fees	\$ 124.57	\$ 135.50	\$ 10.93
Total Non-Resident Tuition & Fees	\$ 281.33	\$ 292.26	\$ 10.93

**2. Proposed Increase of Room and Board**

Authorization is requested for the following change in our room and board (meal plans) and McClarren Hall dorm rooms to be effective July 1, 2016:

<u>Meal Plan Type</u>	<u>Current Cost (FY14)</u>	<u>Proposed Cost (FY15)</u>	<u>Proposed Increase</u>
15-meal plan	\$ 1,440.00	\$ 1,526.00	\$ 86.00
19-meal plan	\$ 1,645.00	\$ 1,744.00	\$ 99.00
200 block meal plan	\$ 1,282.00	\$ 1,359.00	\$ 77.00
175 block meal plan	\$ 1,184.00	\$ 1,255.00	\$ 71.00

<b>McClarren Hall</b>	<b>Current Cost (FY14)</b>	<b>Proposed Cost (FY15)</b>	<b>Proposed Increase</b>
Single Room	\$ 1,500.00	\$ 1,590.00	\$ 90.00
Semi-Private Room	\$ 1,200.00	\$ 1,272.00	\$ 72.00

<b>Millers Crossing</b>	<b>Current Cost (FY14)</b>	<b>Proposed Cost (FY15)</b>	<b>Proposed Increase</b>
Quad Room	\$ 2,112.00	\$ 2,239.00	\$ 127.00
Family Housing	\$ 3,335.00	\$ 3,535.00	\$ 200.00

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

*None*

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

1. April 2016 Out-of-State Travel Report (see attached)
2. May 2016 Out-of-State Travel Report (see attached)

Respectfully submitted,



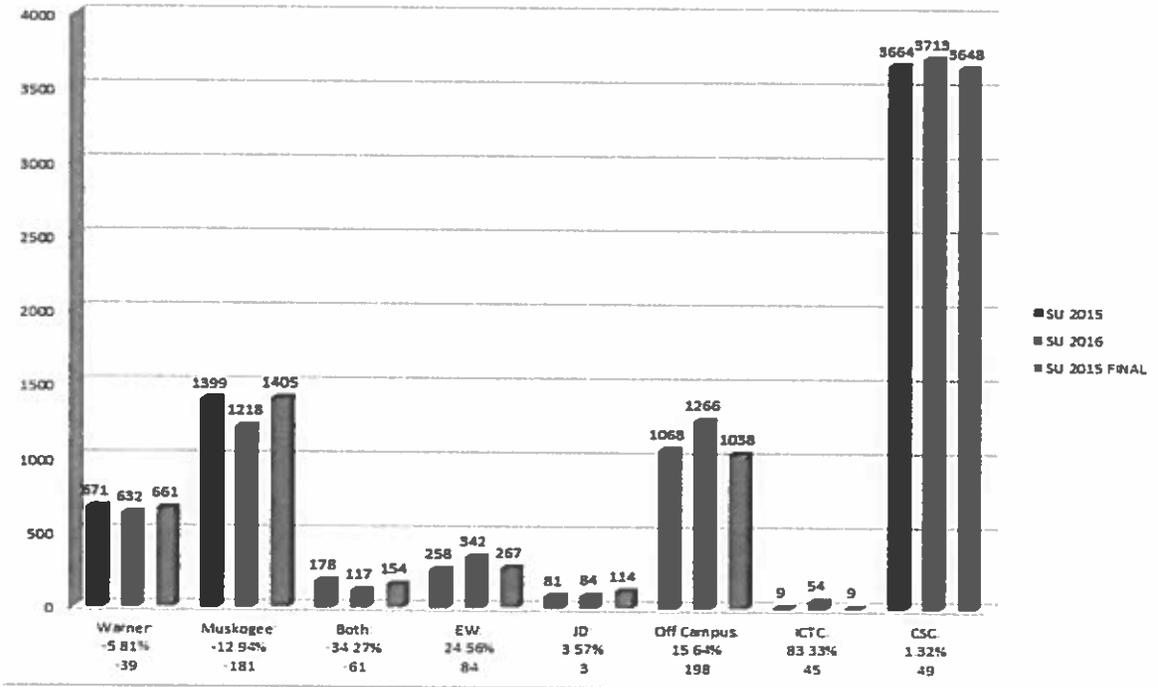
Dr. Ron Ramming  
Interim President



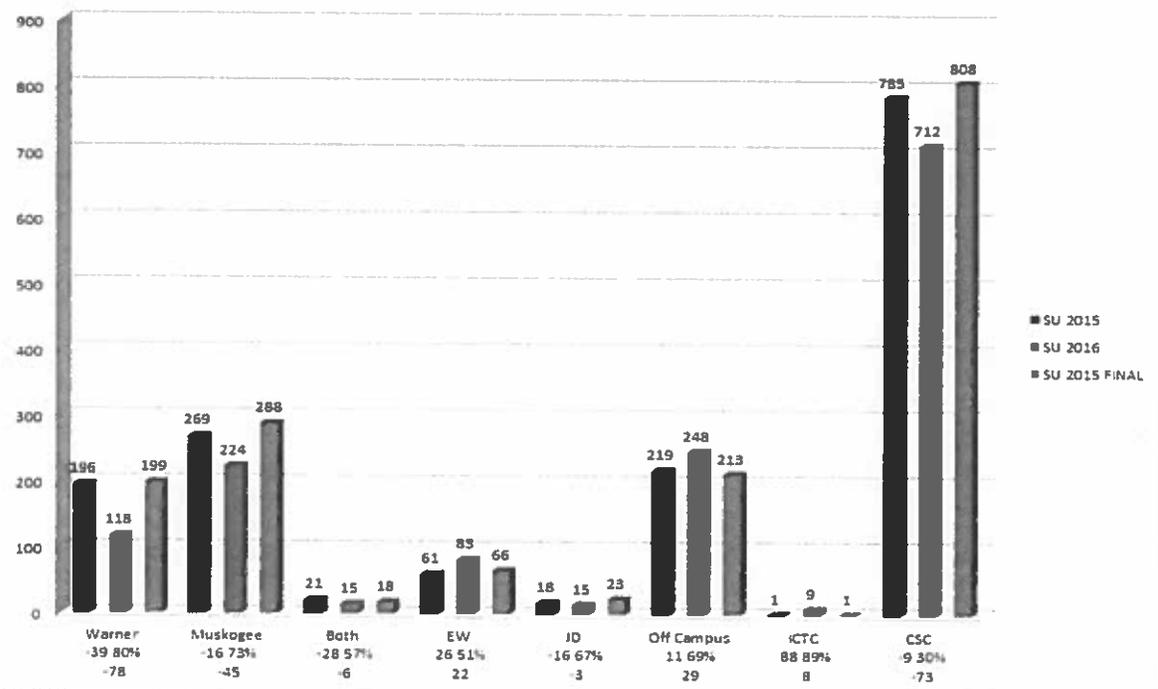
## Summer 2016 Preliminary Enrollment Data

### June 7, 2016

**Credit Hours**



**Head Count**





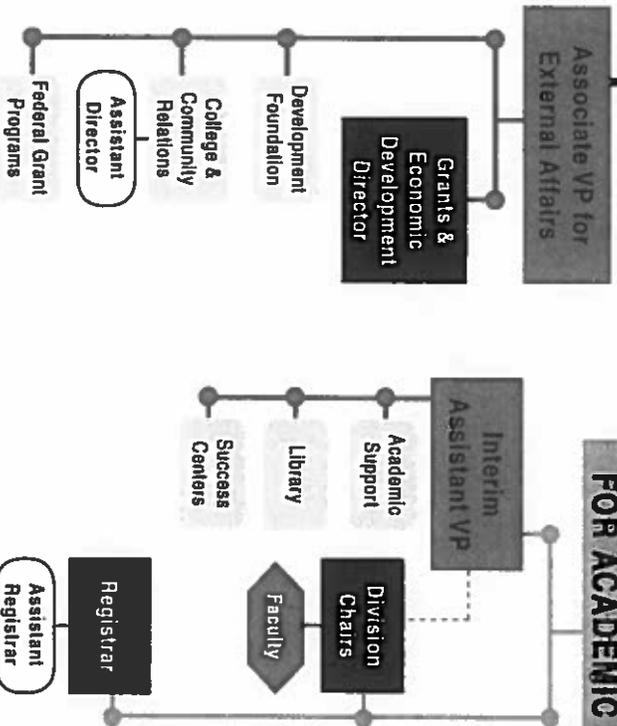
# ORGANIZATIONAL CHART

CONNORS STATE COLLEGE | JUNE 2016 DRAFT

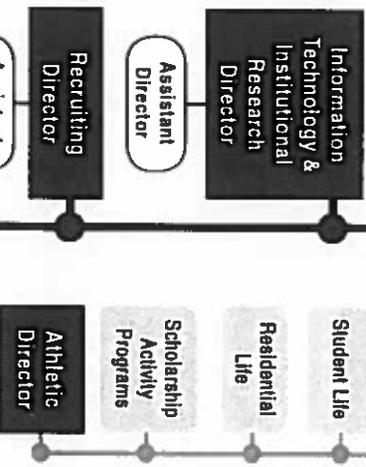
## OKLAHOMA A&M BOARD OF REGENTS

### INTERIM PRESIDENT

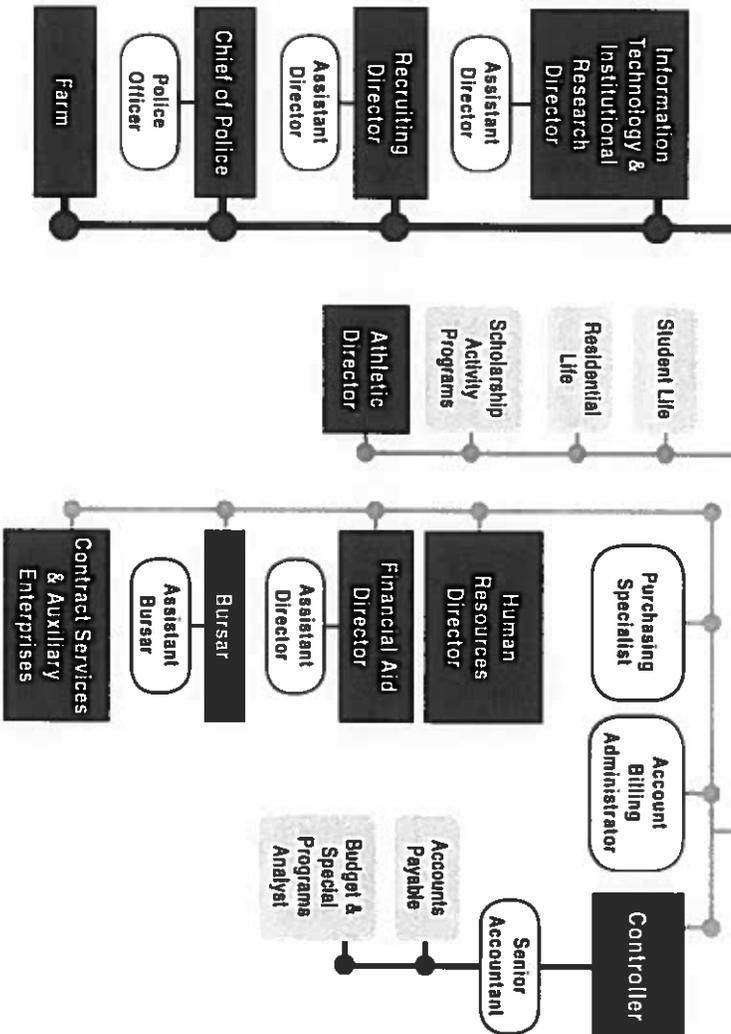
#### INTERIM VICE PRESIDENT FOR ACADEMIC AFFAIRS



#### DEAN OF STUDENTS



#### VICE PRESIDENT FOR FISCAL SERVICES





**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF APRIL 2016**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	1	\$ 2,788.66	5	\$ 12,630.12	6	\$ 14,858.06	21	\$ 40,882.81
FEDERAL	0	0.00	0	0.00	5	\$ 17,778.10	1	\$ 1,206.42
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	1	\$ 2,666.10
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL</b>	<b>1</b>	<b>\$ 2,788.66</b>	<b>5</b>	<b>\$ 12,630.12</b>	<b>11</b>	<b>\$ 32,636.16</b>	<b>23</b>	<b>\$ 44,755.33</b>



**SUMMARY OF OUT-OF-STATE TRAVEL FOR MAY 2016**

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	\$ 2,514.91	1	\$ 658.80	8	\$ 17,372.97	22	\$ 41,541.61
FEDERAL	0	0.00	0	0.00	5	\$ 17,778.10	1	\$ 1,206.42
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	1	\$ 2,666.10
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL</b>	<b>2</b>	<b>\$ 2,514.91</b>	<b>1</b>	<b>\$ 658.80</b>	<b>13</b>	<b>\$ 35,151.07</b>	<b>24</b>	<b>\$ 45,414.13</b>

June 17, 2016

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, too, would like to thank President Shirley for the hospitality. While he was not able to attend the dinner last evening, he did hear that it was a feast. Dr. Smith said he would also like to thank Chairman Hall for his service. He noted that Chairman Hall has certainly been responsive to Langston University. It is not every year that the Chairman attends commencement at Langston University, and he wanted him to know it did not go unnoticed. Chairman Hall said he always enjoyed working with Dr. Smith and expressed appreciation to him and his staff.

Fall Enrollment Report

Dr. Smith said Langston's largest project this summer is the partial renovation of Young Hall, which is Langston's only traditional residence hall. Langston had to utilize Young Hall last fall for the first time in approximately ten years because of increased enrollment. Over the course of the summer Langston will undertake about \$800,000 worth of renovations including new furniture, paint, flooring, etc. Dr. Smith said he wanted to publicly thank Scott Schlotthauer, Chief Procurement Officer, for his efforts on this project. Mr. Schlotthauer sent a team member to the campus to help guide Langston to ensure that not only was Langston following policy but to help find the best way to handle everything to get it accomplished in a timely manner so that the freshman students who move into Young Hall have an equal experience of the other freshmen who will reside in Centennial Court. It is believed this project will be 90 percent complete by the time the students move in, and a lot of that has to do with the purchasing team in affording Langston the opportunity to move things forward.

With respect to Young Hall, Dr. Smith said Langston is planning for this facility to be approximately 65 percent occupied this fall, although the percentage could be higher. As of this morning Langston has received 475 paid deposits compared to 415 this same time last year. With respect to applications, Dr. Smith reported that this week Langston has received more than 12,000 for the first time in its history. It is believed that Langston will meet the 650 first-time freshmen goal and will have somewhere between 650 to 725 according to its data. Langston is ahead of last year's number by 13 percent, which means Langston is on target. This also means if the Board approves the purchase of the furniture that it is conceivable Langston could get as high as 100 percent occupancy in Young Hall, which is very significant.

Regent Burns asked the maximum number Langston would accept. Dr. Smith said the maximum enrollment Langston would accept is 725 first-time freshmen, which is the number based on a model that Dr. Burnett and her housing team have developed in conjunction with Enrollment Management and also based on what the trend is revealing with respect to returning students who

reside in Scholars Inn. Dr. Smith said if the numbers hold this may be the first year Langston will have to wait-list students by telling potential students that Langston does not have the space but they would be kept on a waiting list in case someone should decide not to attend.

Adoption of Memorial Resolution

Dr. Smith presented a Memorial Resolution for Mr. Robert Lou Brown and requested the Board's adoption. He served as an Assistant Professor in the HPER Department.

Regent Link moved and Regent Anthony seconded to adopt the Memorial Resolution for Mr. Robert Lou Brown as presented.

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

Approval of Academic Integrity Manual

Dr. Smith requested Board approval of Langston University's Academic Integrity Manual, pending approval by Legal Counsel. The Manual is modeled after Oklahoma State University's Academic Integrity Handbook. He said Dr. Montgomery has worked with the faculty and, in particular, the Faculty Senate for over two and one half years to bring this to fruition. This item was presented to the Academic Affairs, Policy and Personnel Committee of the Board of Regents at its meeting this morning. (The proposed Academic Integrity Manual is on file in the Board of Regents' Office as Document No. 11-6-17-16.)

Regent Watkins said the Committee met with the administration of Langston University regarding the approval of the proposed Academic Integrity Manual pending final approval from the Office of Legal Counsel. The Committee acted to recommend Board approval.

Regent Watkins moved and Regent Anthony seconded to approve the Academic Integrity Manual as presented, pending final approval by Legal Counsel.

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

Approval of FY-2017 Budget Documents

Dr. Smith presented the budget documents for FY-2017 and recommended their approval. (The list of continuing personnel for Fiscal Year 2016-2017 is on file in the Board of Regents' Office

as Document No. 12-6-17-16, and the budget documents for Fiscal Year 2016-2017 are collectively on file on a compact disc in the Board of Regents' Office as Document No. 13-6-17-16.) He said the budgets were presented to the Planning and Budgets Committee for consideration.

Dr. Smith reviewed the proposed increases in tuition and mandatory fees as well as the requests to increase campus housing rental rates and meal plan rates.

Regent Anthony reported that the Planning and Budgets Committee met with the administration of Langston University to review the FY-2017 budget recommendations. The Committee acted to recommend Board approval as follows.

Regent Anthony moved that with regard to Items D.1., F.1., K.1., K.2., K.3., and K.4., that the Board conditionally approve all elements of the budget as presented by the Langston University administration, including any recommendations on salaries and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions and personnel actions. Regent Link seconded the motion.

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

#### Personnel Actions

Dr. Smith noted the resignation of Cheryl Miller, Head Women's Basketball Coach. He said Coach Miller had a great opportunity to accept a coaching position closer to her hometown in California. Langston was able to attract a very seasoned new coach in Elaine Powell who played in the WNBA for nearly a decade and has been an Assistant Coach at Grambling State University, Ohio University, and Alabama A&M University.

Dr. Smith also noted the retirement of Debra Masters, Assistant Vice President for Fiscal Affairs, effective June 30, 2016. He said Langston University would not be in the good place that it is in terms of sound financial footing if it had not been for her guidance over the course of many years. He said he would like to recognize her publicly. Ultimately she has always cared about Langston University and always wanted to do what is best for the University financially. Langston is on sound footing, and he expressed thanks to Ms. Masters for her many years of service.

Regent Reese moved and Regent Davis seconded to approve personnel action Nos. D.5. – D.11. as listed in the Langston Agenda.

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

Ratification of Interim Approval for Relocation of Oklahoma City Campus

Dr. Smith requested ratification of interim approval granted by the Chief Executive Officer to approve a lease agreement between Langston University and Millwood Public Schools for the relocation of the Langston University – Oklahoma City Campus. He reported that the estimated cost of the relocation is \$75,000, which includes relocating equipment and furnishings as well as painting and preparation of the new space.

Dr. Smith reported the relocation has begun with the last phase commencing next week. By the end of next week Langston will be completely relocated from its current facility. This is a cost-cutting measure for Langston in which the University will save well over \$100,000 per year in rental costs. Langston will also be able to increase its square footage from 38,000 square feet to more than 68,000 square feet. Ultimately, it is a better location for Langston and one that is cost saving.

Regent Reese moved and Regent Davis seconded to ratify interim approval granted by the Chief Executive Officer to approve a lease agreement between Langston University and Millwood Public Schools for the relocation of the Langston University - Oklahoma City Campus as presented.

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

Ratification of Interim Approval to Purchase Furniture for Young Hall Dormitory

Dr. Smith requested ratification of interim approval granted by the Chief Executive Officer to process a purchase order in the amount of \$135,000 to Southwest Contract, a state vendor, to procure furniture for Young Hall dormitory. The reason for the interim request was because Langston needed to get the furniture ordered in order for it to be delivered in time for the fall semester. One week really made a difference according to the vendor on whether or not Langston would get all of the furniture in a timely manner.

Regent Reese moved and Regent Watkins seconded to ratify interim approval granted by the Chief Executive Officer to process a purchase order in the amount of \$135,000 to Southwest Contract, a state vendor, to procure furniture for Young Hall dormitory.

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

Balance of Agenda

Regent Watkins 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, Callahan, Davis, Hall, Link, Reese, and Watkins. No: None. Abstentions: None. Absent: Milner. 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**

**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 Mr. Scott Schlotthauer, Chief Procurement Officer.

**A. GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD: NONE**

**B. RESOLUTIONS:**

WHEREAS, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mr. Robert Lou Brown was claimed by death on Wednesday, May 18, 2016; and

WHEREAS, Mr. Brown, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Langston University for 23 years, serving as Assistant Professor of Health, Physical Education, and Recreation for the School of Education and Behavioral Sciences; and

WHEREAS, his friends and Langston University have suffered an irreparable loss in his passing; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT, it takes this method to express its appreciation for the 23 years of exemplary service rendered by Mr. Robert Lou Brown to Langston University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deepest 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 Langston University's beloved 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 Mr. Robert Lou Brown.

Adopted by the Board this 17h day of June 2016.

**C. POLICY AND OPERATIONAL PROCEDURES:**

1. Approval is respectfully requested for Langston University to modify the current Resignation/Retirement policy to include information that resignations and/or retirements, once given, whether verbally or in writing, are not rescindable by the employee. The proposed revision is included in Attachment A for your review.
2. ~~Approval is respectfully requested for Langston University to adopt a proposed policy for service and assistance animals to assist individuals with disabilities. The proposed policy is included in Attachment B for your review.~~

3. Approval is respectfully requested of Langston University's proposed Academic Integrity Manual, pending final approval by Legal Counsel. The Langston University Academic Integrity Manual is modeled from the Oklahoma State University Academic Integrity Handbook. The proposed manual is included in Attachment C for your review.

**D. PERSONNEL ACTION:**

1. Approval is respectfully requested to continue the employment of Langston University's personnel for fiscal year 2016 – 2017. Attachment D reflects all continuing personnel and is included for your review.

2. **FOR INFORMATIONAL PURPOSES**

Langston University will accept the following notices of resignation:

Cheryl Miller, Head Women's Basketball Coach, effective May 16, 2016.

Dr. Jennifer Molock, Acting Director of Business Office, effective June 17, 2016.

Frank Atkinson, Chief, Langston University Police Department, effective August 15, 2016.

3. **FOR INFORMATIONAL PURPOSES**

Langston University will accept the following notices of retirement:

Steven Ward, Assistant Professor, School of Business, effective May 20, 2016.

Lillian McConnell, Instructor, School of Education and Behavioral Sciences, effective May 20, 2016.

Dr. Oren Johnson, Associate Professor, School of Business, effective May 31, 2016.

Debra Masters, Assistant Vice President for Fiscal Affairs, effective June 30, 2016.

4. **FOR INFORMATIONAL PURPOSES**

Langston University served the following notice of non-renewal:

Dr. Bruce McGowan, Associate Professor (non-tenure track), School of Agriculture and Applied Sciences, effective June 30, 2016.

5. Approval is respectfully requested to change the status of Helen Alatorre from Acting Director for Student Life, on a 12-month basis, at an annual salary of \$69,500.00, to Interim Dean of Students, on a 12-month basis, with no change in salary, effective January 11, 2016.

6. Approval is respectfully requested to change the status of Dr. Bruce McGowan from Associate Vice President for Academic Affairs/Chief Operating Officer, Langston University-Tulsa, on a 12-month basis, at an annual salary of \$98,000.00, to Associate Professor, School of Agriculture and Applied Sciences, on a 12-month basis, with no change in salary, effective March 31, 2016.
7. Approval is respectfully requested to change the status of Dr. Lisa Weis from Associate Professor/Director of NCATE Unit Assessment (tenure-track), School of Education and Behavioral Sciences, on a 12-month basis, at an annual salary of \$70,000.00 to Acting Associate Vice President for Academic Affairs/Chief Operating Officer, Langston University – Tulsa Campus, on a 12-month basis, at an annual salary of \$90,000.00, effective March 31, 2016.
8. Approval is respectfully requested to transfer and commission Ryan Piercing, from Animal Technician, on a 12-month basis, at an annual salary of \$21,840.00 to Campus Police Officer, on a 12-month basis, at an annual salary of \$27,000.00, effective April 18, 2016.
9. Approval is respectfully requested to change the status of Dr. Teressa Hunter from Associate Professor with tenure and Interim Dean, School of Nursing and Health Professions, on a 12-month basis, at an annual salary of \$125,000.00 to Associate Professor with tenure and Dean, School of Nursing and Health Professions, on a 12-month basis, at an annual salary of \$125,000.00, effective April 27, 2016.
10. Approval is respectfully requested to change the status of Dr. Alonzo Peterson from Associate Professor and Chairperson for Mathematics with tenure, School of Arts and Sciences, on a 9-month basis, at an annual salary of \$60,000.00 to Acting Dean and Associate Professor with tenure, School of Arts and Sciences, on a 12-month basis, at an annual salary of \$115,000.00, effective July 1, 2016.
11. Ratification of an interim board approval is respectfully requested to employ Elaine Powell as Head Women's Basketball Coach, on a 12-month basis for an appointment of two years, at an annual salary of \$70,000.00, effective May 14, 2016.

**E. INSTRUCTIONAL PROGRAMS: NONE**

**F. BUDGETARY ACTION:**

1. Approval is respectfully requested of Langston University's proposed budget for the 2016 – 2017 fiscal year. A supplemental budget document has been provided for your review in the budget book presented separate from this agenda.
2. Approval is respectfully requested for Langston University to accept funding for the Federal Supplemental Education Opportunity Grant (SEOG) in the amount of \$143,960.00, and Federal Work Study (FWS) in the amount of \$318,542.00, from the United States Department of Education for the period of July 1, 2016 through June 30, 2017.

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

1. Ratification of an interim board approval is respectfully requested to approve a lease agreement between Langston University and Millwood Public Schools for the relocation of the Langston University – Oklahoma City Campus. The estimated cost of the relocation is \$75,000.00 and funding is available in account number 326000. The interim approval request and full lease agreement are included for your review in Attachment E.
2. Approval is respectfully requested to approve the certificate of substantial completion and authorize the request for occupancy for the Langston University School of Physical Therapy building on the Langston Campus. The certificate of completion is included in Attachment F for your review.

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

1. Approval is respectfully requested for Langston University to enter into an agreement with Crawford & Associates, P.C. The engagement letter is included in Attachment G for your review. Crawford & Associates will only bill for time and materials incurred. The fees are not to exceed \$50,000.00. Funding for this expenditure is available in account 116101.

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

1. Approval is respectfully requested for Langston University to allot \$776,536.00 for renovation projects within Young Hall dormitory. The total cost of the requested allotment reflects an estimated cost for each project as well as an additional 8% of the total estimated cost to account for possible contracting fees. Langston University will coordinate all spending for the Young Hall renovation with the Office of Legal Counsel and Oklahoma State University Purchasing Office to ensure that requirements for solicitation of public bids and compliance with requirements are met. Attachment H reflects a detailed description of all projects.
2. Approval is respectfully requested for the purchase of additional security cameras and related server equipment for use on Langston University campuses. The purchase of additional cameras and equipment aligns with Phase II of the University's security camera project to place security cameras in locations where cameras were not previously located to provide additional security in an effort to enhance service to our students, faculty, and staff. The deployment of Phase II of the camera project will include the placement of cameras on both urban campuses, as well as within the new School of Physical Therapy Building and additional residential areas. The estimated cost of the expenditure is \$86,000.00 and funding is available in multiple accounts.

**J. PURCHASE REQUESTS:**

1. Approval is respectfully requested for Langston University to process yearly purchase orders. Attachment I contains a detailed representation of the contracts anticipated for the 2016 – 2017 fiscal year. The attachment documents a description of the services by period covered, month of procurement, suggested vendor, and the estimated cost of the contract. All purchases are subject to the availability of funds in the 2016 – 2017 fiscal year.
2. Ratification of an interim board approval is respectfully requested to process a purchase order in the amount of \$135,000.00 to Southwest Contract, a state vendor, to procure furniture for Young Hall dormitory. The furniture purchased will include bed frames, mattresses, and lounge furniture for student use in common areas. In order for the furniture to be procured and arrive in time for the Fall 2016 semester opening, the vendor required processing of the purchase order prior to the June meeting of the Board of Regents. An interim approval request was made in order to meet all approval levels before the vendor's deadline. Langston University is in consultation with Mr. Scott Schlotthauer, Chief Procurement Officer, to coordinate this purchase. The interim approval request is included for your review in Attachment J. Funding for this expenditure is available in account 326000.

**K. STUDENT SERVICES/ACTIVITIES:**

1. Approval is respectfully requested for Langston University to increase tuition by 6.9% for all residential undergraduate, graduate, and physical therapy doctoral students; and 2.3 % for all non-residential undergraduate, graduate, and physical therapy doctoral students, effective Fall 2016 semester. This request is included in Attachment K as well as in the supplemental budget document for your review.
2. Approval is respectfully requested for Langston University to increase mandatory fees by 6.7% overall for the Langston Campus, and 2.5% overall for urban campuses, effective Fall 2016 semester. This request is included in Attachment K as well as in the supplemental budget document for your review.
3. Approval is respectfully requested to increase the campus housing rental rates by 2% for Centennial Court, Scholars' Inn, Commons Apartments and other University-owned residential facilities suited for families, to meet debt service covenants, effective Fall 2016 semester. Approval is requested to increase the traditional residence hall rate by 12% based on significant improvements being made to the facility. This request is included in Attachment K as well as in the supplemental budget document for your review.
4. Approval is respectfully requested for Langston University to increase the campus meal plan rates by 3%, effective Fall 2016 semester. This request is included in Attachment K as well as in the supplemental budget document for your review.

**L. NEW BUSINESS UNFORSEEN 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 March 31, 2016:

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. 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)
St. Approp.	1	\$2,889.90	5	\$1,504.08	36	\$79,658.60	63	\$106,134.84
Federal	9	\$25,776.65	19	\$78,915.58	133	\$175,417.21	167	\$386,535.24
Private								
Auxiliary	11	\$49,058.65	3	\$1,041.05	82	\$271,201.67	26	\$79,640.52
Other								
<b>TOTAL</b>	<b>21</b>	<b>\$77,725.20</b>	<b>27</b>	<b>\$81,460.71</b>	<b>251</b>	<b>\$526,277.48</b>	<b>256</b>	<b>\$572,310.60</b>

2. Summary of Out-of-State Travel as of April 30, 2016:

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)
St. Approp.	7	\$3,691.23	15	\$9,184.18	43	\$76,768.70	58	\$101,765.09
Federal	19	\$25,124.99	21	\$102,024.73	152	\$149,640.56	148	\$258,364.20
Private								
Auxiliary	16	\$32,245.77	25	\$21,532.56	98	\$222,143.02	23	\$78,599.47
Other								
<b>TOTAL</b>	<b>42</b>	<b>\$61,061.99</b>	<b>61</b>	<b>\$132,741.47</b>	<b>293</b>	<b>\$448,552.28</b>	<b>229</b>	<b>\$490,849.89</b>

All items listed above are respectfully submitted for your approval.

Sincerely,

KENT J. SMITH, JR.  
 PRESIDENT  
 LANGSTON UNIVERSITY

## **Current Resignation/Retirement Policy**

### **Resignation/Retirement Benefits**

Upon resigning or retiring from the University, employees should complete a clearance form and meet with the Benefits Manager, to obtain all documents for resignation/retirement benefits.

COBRA is an option that all employees have upon resigning or retiring from the University. Federal law requires that most group health plans give employees and their families the opportunity to continue their health care coverage when there is a "qualifying event" that would result in a loss of coverage under an employer's plan.

## **New Resignation/Retirement Policy**

### **Resignation/Retirement Benefits**

When an employee resigns/retires from employment with Langston University, as much advance notice as possible should be given to the supervisor, so that satisfactory arrangements can be made for a replacement. When resigning, a two (2) week notice is considered customary for employees who are non-exempt and at least 30 days notice for employees in exempt positions. At least 90 days notice is considered customary for retirement notices.

Resignations/Retirements should be presented to the supervisor in writing, with a statement of the reasons for the action. Resignations/Retirements, once given, whether verbally or in writing, are not rescindable by the employee except where expressly approved in writing by the President. An exit interview may be conducted by Human Resources upon being notified of a resignation/retirement.

Upon resigning or retiring from the University, employees should complete clearance forms and meet with the Benefits Manager, to obtain all documents for resignation/retirement benefits.

COBRA is an option that all employees have upon resigning or retiring from the University. Federal law requires that most group health plans give employees and their families the opportunity to continue their health care coverage when there is a "qualifying event" that would result in a loss of coverage under an employer's plan.

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

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

Langston University

College/University from which Request for Interim Approval Originated

1. The basis upon which interim approval is requested is indicated below (check one or more and explain).

(a) The matter is related to the peace, health and safety of the institution and/or its inhabitants. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

(b) The matter quite possibly could pose a deterrent to the accomplishment of important institutional objectives without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

In an effort to reduce operating costs and find opportunities for growth at the Langston University - Oklahoma City Campus, the University requests to relocate the campus from its current location on Lincoln Blvd. to a location within a building owned by Millwood Public Schools at 6700 N. Martin Luther King Avenue in Oklahoma City. The lease currently in place with Oklahoma County expires on June 30, 2016. Langston University - Oklahoma City must begin moving out of the space currently occupied on Lincoln Blvd. in a timely manner to ensure that the space is vacated by June 30, 2016. Our interim request is made in an effort not to delay the relocation of the campus or in any way interrupt the operations of the campus.

(c) The matter has significant economic implications for institutional resources and/or properties without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

Langston University currently has a lease agreement with Oklahoma County to rent space for the Langston University - Oklahoma City Campus at 4205 N. Lincoln Blvd in Oklahoma City. The cost associated with the lease for this space through Oklahoma County costs the University \$333,000 annually. Langston University requests approval to relocate the Oklahoma City Campus to a new location located at 6700 N. Martin Luther King Avenue, Oklahoma City, Oklahoma within a building owned by Millwood Public Schools. The annual cost to lease space from Millwood Public Schools will be \$186,000. By relocating the Langston University - Oklahoma City Campus, the University will realize a cost savings of \$147,000 annually and will also receive additional benefits such as supplemental IT support, access to technology, and proximity to an educational center where the University can build relationships such as a concurrent instruction for high school students and access to graduate-level coursework for teachers at Millwood Public Schools.

The expiration of the current lease agreement with Oklahoma County will not expire until after the next meeting of the Board of Regents; however, it is necessary for the faculty and staff at the Langston University - Oklahoma City campus to begin relocating prior to the June meeting of the Board of Regents.

(d) The matter is related to an emergency requiring action by the administration prior to the next meeting of the Board of Regents because of extenuating circumstances not referenced above. (Describe the specific extenuating circumstances.)

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

Langston University respectfully requests approval of lease agreement for Langston University – Oklahoma City Campus and Millwood Public Schools (MPS). The full lease agreement is attached for your review.

- 3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 75,000

- 4. Identify the fund or funds to be used in covering the cost stated above. Account #326000

- 5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. \_\_\_\_\_

- 6.

_____ (Optional) Signature of Requesting Administrator	 _____ (Required) Signature of President
_____ Date	<u>5/18/16</u> _____ Date

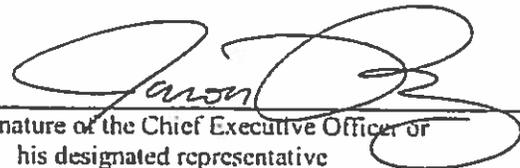
**(FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER)**

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

REMARKS:

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

REMARKS:

  
 \_\_\_\_\_  
 Signature of the Chief Executive Officer or  
 his designated representative  
5/19/16  
 \_\_\_\_\_  
 Date

## LEASE AGREEMENT

This Lease Agreement (hereinafter "Lease") is made this 18 day of May, 2016, and effective the 1<sup>st</sup> day of July, 2016, by and between Millwood Public Schools (hereinafter "MPS" or "Lessor") and Langston University (hereinafter "Langston" or "Lessee").

### WITNESSETH:

1. **Leased Premises.** MPS hereby leases to LANGSTON certain real property located at [STREET ADDRESS], 6700 Martin Luther King Avenue, Oklahoma City, Oklahoma 73111, consisting of a total of 65,000 sq. ft with 27 classrooms, offices, a library, computer labs, and the MPS cafeteria as scheduled by LANGSTON, all as more particularly described on the attached Exhibit A.

2. **Term.** This lease is for a term of three (3) years, commencing July 1, 2016, and ending June 30, 2019 ("Lease Term"); however, this lease may be terminated by either party, with or without cause, upon six (6) months written notice to the other party. The lease may be renewed by mutual written agreement of the parties for five (5) consecutive one (1) year terms, upon the same terms and conditions herein.

3. **Rent.** LANGSTON agrees to pay MPS as rent for the Leased Premises during the term of the Lease the amount of Fifteen Thousand Five Hundred Dollars (\$15,500.00) per month. LANGSTON shall promptly pay the rent monthly, exclusively to MPS or its assigns, on or before the first of each month during the term of this Lease.

4. **Security Deposit.** Prior to commencement of the Lease term, LANGSTON shall pay a security deposit ("Deposit") of Seven Thousand Seven Hundred Fifty Dollars (\$7,750.00) to MPS on or before June 15, 2016. The Deposit shall be returned to LANGSTON within thirty (30) days after expiration of the Lease Term after a satisfactory inspection by MPS, less the cost of any repairs or other reasonable costs for damages, normal wear and tear excepted, determined necessary by MPS.

5. **Use.** MPS understands and agrees that the Leased Premises will be used for the purpose of operating a post-secondary education campus, which provides post-secondary education services and programs to the community.

6. **Cooperation Between Parties.** LANGSTON agrees to work cooperatively with MPS to develop and align higher education programs and services for students, teachers, and parents of MPS and the surrounding community.

7. **Taxes and Special Improvement Assessments.** MPS shall pay, as and when due, all general ad valorem taxes and special assessments on the Leased Premises.

8. **Utilities and Computer Usage.** MPS shall pay all utilities for the Leased Premises, including but not limited to water, gas, electrical, sanitary sewer, and all like services, including required deposits therefore. MPS will provide internet services, including wireless internet

access, as well as telephone services and existing security cameras. MPS will also provide all mounted computer equipment in most classroom spaces utilized by LANGSTON at a fee of \$750.00 per month on a lease to own basis. At the conclusion of the Lease Term, all computer equipment shall become the sole property of LANGSTON. LANGSTON may provide desktop or laptop computers that can be paired with existing classroom technology as needed to meet LANGSTON'S needs.

9. **Quiet Enjoyment.** MPS covenants that LANGSTON shall peacefully and quietly have, hold and enjoy the Leased Premises so long as LANGSTON is not in default and does not violate any of the covenants or conditions contained in this Lease.

10. **Alterations.** It is understood by MPS that LANGSTON will need to make alterations to the space in order to accommodate the use described in Paragraph 5 herein, including but not limited to the addition of signage identifying the Leased Premises as the Langston University Oklahoma City campus. All alterations, improvements, and additions will be made at LANGSTON'S expense. No alterations, additions, or improvements shall be made to the Leased Premises without the prior written consent of MPS, which consent shall not be unreasonably withheld. No authorization to alter any existing artwork will be granted. LANGSTON agrees to cover existing artwork with material that will not harm the art. Unless otherwise agreed upon in writing, all alterations, improvements and additions made by LANGSTON shall, at the option of MPS, remain as part of the Leased Premises at the expiration of the Lease Term or any extension thereof, and become property of MPS. Requests for alterations, additions, or improvements shall be made to:

Vernetta Tubbs- Facilities Manager, vtubbs@millwoodps.org

11. **Repairs and Maintenance.** MPS shall, at its own expense, through the Lease Term and any extension thereof, keep and maintain in good repair all portions of the Leased Premises, including the roof, building interior and exterior, window glass, air conditioning, heating, electrical, plumbing, and other fixtures and equipment. LANGSTON shall give MPS prompt notice of any need for repairs or maintenance of the Leased Premises that may come to LANGSTON'S attention and such defects or maintenance shall be remedied by MPS with due diligence.

12. **Custodial Services.** LANGSTON shall provide custodial services to the Leased Premises. MPS agrees to provide paper goods and one (1) annual cleaning to the entire building which includes stripping and waxing of floors, carpet cleaned and shampooed and paint touch ups.

13. **Insurance.**

- a. LANGSTON is self-insured. LANGSTON will provide to MPS proof of liability coverage through the State of Oklahoma self-insurance pool consistent with the authority granted by Oklahoma law and consistent with the Oklahoma Governmental Tort Claims Act, codified at 51 Okla. Stat. Ann. Section 151 et seq.

- b. Throughout the Lease Term, MPS agrees to maintain fire and extended coverage insurance on the insurable portions of the Leased Premises in an amount not less than the fair replacement value thereof, subject to reasonable deductibles.

14. Licensing. LANGSTON agrees to carry all required and necessary licensing for operations of the Leased Premises and shall be responsible for all fees incurred in obtaining any necessary licensing.

15. Security. LANGSTON understands that no security service is provided. LANGSTON may, at its option, employ security personnel or allow Langston University Police Department officers to provide security to the Leased Premises.

16. Fixtures and Personal Property. All fixtures and other personal property placed upon the Leased Premises by LANGSTON during the Lease Term, except those that are permanently attached to the Leased Premises, may be removed by LANGSTON at the termination of this Lease or any extension thereof; provided, however, that no such property shall be removed if such removal would permanently injure the improvements on the Leased Premises unless all damage caused to said Leased Premises by such removal shall be repaired by LANGSTON or LANGSTON pays for the cost of said repairs and LANGSTON leaves the Leased Premises in the same condition as when possession was taken, normal wear and tear excepted.

17. Surrender of the Leased Premises. At the expiration of the Lease Term or other termination of this Lease, LANGSTON shall quit and surrender the Leased Premises hereby demised in as good a state and condition as at the commencement of this Lease, reasonable use and wear thereof and damages by the elements excepted.

18. Default. LANGSTON shall be in default hereunder if the rent is not paid on the due date or within ten (10) days thereof, or if LANGSTON defaults in the performance or observance of any other covenant or condition agreed upon or imposed upon LANGSTON under the terms and provisions of this Lease. Upon the occurrence of any event of default, MPS may, at its option, in addition to any other remedy or right given hereunder or by law, give notice to LANGSTON that this Lease shall terminate upon the date specified in the notice, which date shall not be earlier than ten (10) days after the date of notice.

19. Assignment and Subletting. LANGSTON will use the space for the intended use, and agrees there will be no other sublease, assignment, pledge, mortgage, or use of the premises, either in whole or in part, without the prior written consent of MPS, which consent shall not be unreasonably withheld.

20. Notices. Any notice or demand upon MPS or LANGSTON shall be in writing and shall be deemed to have been given or made on the date it is mailed by Registered or Certified Mail, or delivered to MPS or LANGSTON, as the case may be, at the following addresses or at such other addresses as MPS or LANGSTON may hereinafter specify in writing for such purposes:

MPS: Millwood Public Schools  
Attn: Cecilia Robinson-Woods Superintendent

6724 N. Martin Luther King Ave.  
Oklahoma City, OK 73111

LANGSTON: Langston University  
Attn: Kent Smith  
PO Box 907  
Langston, OK 73050

21. **Binding Effect, Amendments and Board Approval.** This Lease must be signed by both MPS and LANGSTON and approved by the governing Board of both MPS and LANGSTON, respectively and, when so executed and approved, shall be binding upon MPS and LANGSTON and their respective successors and assigns. Any changes or modifications to this Lease must be approved in writing by the authorized representatives of the parties hereto.

22. **Counterparts.** This Lease may be executed in several counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

23. **Attorney Fees and Costs.** In the event either party hereto is required to retain the services of an attorney to enforce any of the provisions of this Lease, the prevailing party shall be entitled to a reasonable attorney fee in addition to all other sums due.

24. **Captions.** The captions, sections, headings, and arrangements used in this Lease are for convenience only and do not in any way affect, limit, amplify, or modify the terms and provisions thereof.

25. **Entire Agreement.** This Lease constitutes the entire agreement between MPS and LANGSTON and as such supersedes and voids all prior and/or contemporaneous agreements between MPS and LANGSTON. This Lease may not be modified or amended except by a written instrument executed by both MPS and LANGSTON.

Dated: 5/18/16

Dated: 5/18/16

LESSOR:  
Millwood Public Schools

LESSEE:  
Langston University

By: 

By:   
Kent Smith, President

RECEIVED  
APR 14 2016

APR 12 2016



OFFICE OF THE PRESIDENT  
LANGSTON UNIVERSITY  
Document G704™ - 2000 LANGSTON UNIVERSITY

**Certificate of Substantial Completion**

**PROJECT:**  
*(Name and address)*  
Langston University, Physical Therapy  
Building  
Langston University, Langston, OK

**PROJECT NUMBER:** 100905/  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:** May 14, 2014

**OWNER:**   
**ARCHITECT:**   
**CONTRACTOR:**

**TO OWNER:**  
*(Name and address)*  
Langston University  
P. O. Box 608  
Langston, OK 73050

**TO CONTRACTOR:**  
*(Name and address)*  
Crossland Construction  
14149 E. Admiral Place  
Tulsa, OK 74116

**FIELD:**   
**OTHER:**

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

Not Applicable

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

**Warranty**  
One year

**Date of Commencement**  
March 10, 2016

McFarland Architects, P.C.

*Conner S. McFarland*  
BY

March 29, 2016

ARCHITECT

DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective: \$0.00**

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

CONTRACTOR

BY

DATE

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 5:00 pm (time) on 3/10/16 (date).

OWNER

BY

DATE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*

Responsibility for security, maintenance, heat, utilities and damage transferred to the Owner on 3/10/16.

Responsibility for insurance transferred to the Owner on 3/18/16.

McFarland Architects Punch List		LANGSTON PHYSICAL THERAPY BUILDING Date: 1.19.16, Revised 2.25.16	
Room Information:		Attendees: Jeff Reed, Adrianna Wright	
Room Information:		BOLD indicates new item. Red indicates completed by 3.7.16	
Name:	No.	Item:	Description
<b>General</b>		1)	Overall clean of floors, doors and windows
		2)	Stickers on doors and windows.
		3)	Clean can light casings.
		4)	Touch up walls.
		5)	Remove mud/paint from window sills
		6)	Remove mud/paint from millwork countertops and edges
		7)	Remove pencil marks from inside millwork drawers and cabinet doors
		8)	Remove moving "X" spacers from millwork cabinet shelving
		9)	Remove covers from fire alarms
<b>Vestibule</b>	<b>100</b>	1)	Tighten sprinkler escutcheon
		2)	Touch up ceiling.
<b>Classroom No. 1</b>	<b>101</b>	1)	Missing ceiling tile.
		2)	South door not closing.
<b>Classroom No. 2</b>	<b>103</b>	1)	Repair caulking at Door 103A.
<b>Classroom No. 3</b>	<b>104</b>	1)	Push down part of sealant at windows.
		2)	Touch up around exit sign.
<b>Anatomy Lab</b>	<b>105</b>	1)	Repair flooring at door transition.
		2)	Remove mud from base cabinets.
		3)	Adjust millwork door closest to full size double doors.
		4)	Missing 2 light fixtures.
		5)	Remove string from ceiling vent.
<b>Hall</b>	<b>106</b>	1)	Missing can light.
<b>Storage</b>	<b>110</b>	1)	Repair flooring at door transition.
		2)	Paint door frame.
<b>Computer Lab</b>	<b>111</b>	1)	Door 111A sticking.
<b>Viewing</b>	<b>114</b>	1)	Remove blue tape from door frame.
<b>Storage</b>	<b>116</b>	1)	Overall wipe down of walls.
<b>Clinical Lab No. 2</b>	<b>117</b>	1)	Outlet cover missing.
		2)	Missing screw from door.
<b>Hall</b>	<b>118A</b>	1)	Little damage along top of wood panel clad lockers at north end.
<b>Hall</b>	<b>118B</b>	1)	Tighten ceiling tiles to grid.
		2)	Missing ceiling tiles.

Study Area	119	1)	Shift ceiling tiles to remove any spacing.
Women's Restroom	120	1)	Tighten sprinkler escutcheon.
		2)	Remove tape from upper right corner of tile.
		3)	Remove mud/paint from tile wet wall.
		4)	Fire sprinkler escutcheon missing.
		5)	Millwork sink apron not installed.
Lockers	121	1)	Missing shower curtains.
		2)	Tape on tile and shower.
		3)	Numbers missing from lockers.
		4)	Touch up above lockers.
		5)	Shower head dripping in left shower.
Student Lounge	122	1)	Repair holes around outlets along CMU wall.
		2)	Paint above door.
		3)	Upper cabinet catching above sink.
Cardio Lab	123	1)	Millwork sink apron not installed.
Patient Changing	124	1)	Tighten grab bar escutcheon and remove plastic.
Gait Lab	125	1)	Missing ceiling tiles.
		2)	Tighten ceiling tile.
Men's Restroom	127	1)	Clean up wet wall tile.
		2)	Millwork sink apron not installed.
		3)	Light lens not flush.
		4)	Faucet missing.
Lockers	128	1)	Tape on tile around shower.
		2)	Numbers missing from lockers.
Janitor	129	1)	Finish ceiling installation.
		2)	Clean up FRP.
		3)	Plastic on mop sink escutcheon.
Gallery/Waiting	131	1)	Clean up around fireplace.
		2)	Fans not working.
Board Room	136	1)	Can light missing.
Server	137	1)	Second coat of paint needed.
Electrical	140	1)	Adjust ceiling tile.
		2)	Second coat of paint needed.
Multi Purpose Room	142	1)	Tighten diffuser.
		2)	Tighten sprinkler escutcheon.
		3)	Replace damaged ceiling tile.
		4)	Outlet covers missing.
Copy/Lounge	145	1)	Millwork sink apron not installed.
		2)	Laminate veneer damaged along base of cabinets above refrigerator space.
		3)	Missing ceiling tile.
		4)	Tape on ceiling grid.

Janitor	146	1)	Remove plastic from accessories.
Mechanical	147	1)	Damage to wall behind ladder half way up.
		2)	Outlet cover missing.
Storage	148	1)	Tape on ceiling grid.
Toilet	149	1)	Remove plastic from toilet paper dispenser.
		2)	Remove tape from tile.
Toilet	150	1)	Emergency wall light missing/off.
		2)	Tighten grab bar escutcheon.
		3)	Drop ceiling tile.
Office 11	151	1)	Shift ceiling tiles.
Toilet	154	1)	Remove plastic from toilet paper dispenser.
Office 6	158	1)	Floor tile popping up at doorway.
Office 7	159	1)	Floor tile popping up at doorway.
		2)	Touch up above door.
Office 10	163	1)	Rubber base caught on flooring.

This is the Architectural Punch List as requested by the Contractor. This Punch List does not relieve the contractor of his responsibility for completing the contract or for other items in the plans and specifications not yet complete.

Please contact McFarland Architects when all items listed are complete.

Oklahoma State University  
Environmental Health & Safety

**REQUEST FOR OCCUPANCY**

(To be submitted no less than 10 working days prior to desired date of occupancy)

Contact Person: <b>KIRBY CRAIN</b>	OSU-LRFP Address/Phone No.: <b>(214) 966-0052</b>
------------------------------------	------------------------------------------------------

**OCCUPANCY INFORMATION**

Building: <b>LANGSTON PHYSICAL THERAPY</b>	Date Request Submitted: <b>3/11/2016</b>
--------------------------------------------	------------------------------------------

Date Ready for Inspection: <b>3/10/2016</b>	Date Occupancy Requested: <b>ASAP</b>
---------------------------------------------	---------------------------------------

NOTE: Project Manager must be available to participate in inspection. Fire Marshal's Office will schedule inspection on or after date the building is ready for inspection. Failure to provide adequate time between inspection date and occupancy date may result in delayed occupancy.

Edition of codes under which construction was designed (Mechanical, Electrical, Plumbing, etc.):

Architectural Firm: **McFARLAND ARCHITECT**

General Contractor: **CROSSLAND CONSTRUCTION**

Group Use: <b>ASSEMBLY GROUP A3</b> <b>BUSINESS GROUP B</b>	Occupancy: <table style="display: inline-table; border: none;"> <tr><td>ASSEMBLY</td><td>873</td></tr> <tr><td>BUSINESS</td><td>105</td></tr> <tr><td>STORAGE</td><td>13</td></tr> <tr><td><b>TOTAL</b></td><td><b>991</b></td></tr> </table>	ASSEMBLY	873	BUSINESS	105	STORAGE	13	<b>TOTAL</b>	<b>991</b>
ASSEMBLY	873								
BUSINESS	105								
STORAGE	13								
<b>TOTAL</b>	<b>991</b>								

Type of Construction: **TYPE II B (SPRINKLERED) - NON COMBUSTIBLE**

Special stipulations and/or exceptions:

<input checked="" type="checkbox"/> Approved for Occupancy	<u>G.L. Petre</u>	<u>3/11/2016</u>
<input type="checkbox"/> Permit for Occupancy denied	University Fire Marshal	Date

Deficiencies:



April 15, 2016

Dr. Sharron T. Burnett  
Vice President for Fiscal and Administrative Affairs  
Fiscal and Administrative Affairs  
Langston University  
P.O. Box 608  
Langston, OK 73050

Dear Dr. Burnett:

Crawford & Associates, P.C. is pleased that Langston University (the University) has expressed its confidence in our firm and our state and local government expertise by requesting this engagement letter. We look forward to a long and successful relationship as an integral financial management resource to the University and the Board.

We are prepared to provide a full range of accounting and consulting services to the University contingent upon approval of this contract. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

### Scope of Services

The scope of professional services that are available and can be provided to the University are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

### *Scope of Available Services*

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Audit or Monitoring Activities
- Internal Control Policies and Procedures Assistance
- Data Analysis and Data Mining Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Performer<sup>©</sup> Financial Statement Analysis
- Tax and Other Regulatory Report Assistance

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Initial Services Requested

Preparation of Annual Financial Statements:

- Assisting with the preparation of the University's annual financial statements from supporting schedules developed and prepared by the University's staff
- Assisting with the coordination of the annual financial statement audit and communications with the external financial statement auditors

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the University as of and for the year ended June 30, 2016. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information (excluding MD&A)
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

*Crawford & Associates' Responsibilities*

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

*Management Responsibilities*

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

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- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- e. To provide us with:
  - i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
  - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
  - iii. Unrestricted access to persons within University, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

#### **Other Requested and Available Services**

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but may report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.

Management and the Board will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

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#### **Access to Working Papers and Reports**

Any working papers prepared by Crawford & Associates in connection with performing the preparation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. University management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

#### **Fees and Costs**

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

#### Standard Hourly Rates:

- Firm Chairman \$250
- Firm President \$250
- Shareholders \$160
- Consulting Managers \$145
- Consulting Staff \$105
- Clerical Staff \$40

Because Crawford & Associates has no direct control over the type and amount of services requested by the University during the term of this engagement, nor does Crawford & Associates have direct control over the quality of the University's accounting system or records, potential turnover of the University's staff, or the University's staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on the University to provide us with a copy of approved purchase orders or other form of authorization documentation, and to monitor the cumulative fees and expenses charged. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For your purchase order preparation purposes, we estimate that the fees for the Initial Services Requested, as outlined in the Scope of Service section of this letter, will approximate \$50,000. Should it appear during the course of our engagement that our fees and costs for the services requested may exceed this estimate, we will notify University management as soon as reasonably possible and obtain authorization to proceed.

Langston University  
Accounting and Consulting Services Engagement Letter  
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The term of this engagement is a period from the date of acceptance of this engagement letter through the date of issuance of the University's financial statements for the period ended June 30, 2016. Crawford & Associates may perform additional services upon receipt of a formal request and an authorized purchase order or other form of authorization documentation with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement. This agreement may be renewed for a one-year period on an annual basis through receipt of written notice or authorization from the University and agreement to the terms by Crawford & Associates.

**Acceptance**

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to a long and successful professional relationship with Langston University.

Respectfully submitted and agreed to by,



Frank Crawford  
Crawford and Associates, P.C.

**Accepted and agreed to for Langston University:**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Young Hall Renovation Project**  
**Summer 2016**

<b>Nature of Work</b>	<b>Estimated Cost</b>
Replacement of all restroom fixtures	\$65,000.00
Restroom tile refurbishing for all restrooms and showers	\$160,000.00
Desk and Countertop resurfacing in all rooms	\$81,000.00
Floor tile sealing in all rooms and tiled common areas	\$180,000.00
Fire alarm system panel repair and alarming of all fire doors	\$5,000.00
Installation and replacement of all water fountains	\$8,000.00
Removal and storage of existing furniture	\$4,000.00
Replacement and installation of front doors and key lock cylinders for individual rooms	\$21,136.00
Painting of building (interior and exterior surfaces)	\$190,000.00
LED light replacement and installation in lobby	\$400.00
Purchase, installation, and securing of TV sets for all lounges	\$4,000.00
<b>Total Estimated Cost</b>	<b>\$718,536.00</b>

LANGSTON UNIVERSITY  
FY 2017  
ANNUAL ORDERS

<u>SUPPLIERS</u>	<u>Account</u>	<u>FY 2017 Board Request</u>
<b>Sodexo Food Services</b> At Langston Facilities HWY 33 E Langston, OK 73050 Payment of catering services, meal plan contracts, amortization, daycare meals 7-1-16/6-30-17	3-22100 1-30105	\$ 2,600,000
<b>Sodexo</b> At Langston Facilities HWY 33 E Langston, OK 73050 Operations of LU Physical Plant, carpentry, heat and air, freight, janitorial services, groundskeeping, and painting 7-1-16/6-30-17 Under small jobs provision, a maximum with no one project exceeding	Multiple Accounts	\$ 3,900,000  \$ 1,000,000 \$ 250,000
<b>Arledge &amp; Associates PC</b> 309 N. Bryant Ave. Edmond, OK 73034 Professional Services (Auditing) 7-1-16/6-30-2017	1-16001	\$ 90,000
<b>Village Tours</b> 8620 W. 21st Street N Wichita, KS 67205-1756 Charter Bus Service for athletics 7-1-16/6-30-17	3-23450	\$ 270,000
<b>AT&amp;T</b> PO Box 5001 Carol Stream, IL 60197-5001 Renewal of LAN Lines 7-1-16/6-30-17	1-87301	\$ 90,000
<b>PO Box 5017</b> Carol Stream, IL 60197-5017 Long Distance Charges 7-1-16/6-30-17	1-30994	\$ 35,000
<b>Millwood Public Schools</b> 6724 MLK Avenue Oklahoma City, OK 73111 Rental of building space for classrooms and offices (including utilities) 7-1-16/6-30-17	1-87920	\$ 225,000
<b>Vyve Broadband</b> PO Box 26588 Oklahoma City, OK 73126-0588 Television cable service 7-1-16/6-30-17	Multiple Accts	\$ 200,000
<b>Dell Financial Services</b> Fulfillment Center 1: One Dell Way MS RR-1-35 Round Rock, TX 78682 Year 2 of computer leasing agreement 7-1-16/6-30-17	1-87995	\$ 350,000

<u>SUPPLIERS</u>	<u>Account</u>	<u>FY 2017 Board Request</u>	
Bank of America/FIA 401 North Tryon Street Charlotte, NC 28255 Payment of airline tickets/pcard usage 7-1-16/6-30-17 These will come through on individual PO's		\$	600,000
Ebsco Subscription Services 5339 Alpha Rd 400 Dallas, TX 75240-7308 Renewal of Subscriptions 7-1-16/6-30-17	Section 13 New College 151201	\$	250,000
OSU Bursar's Office Bursar's Office 113 Student Union Stillwater, OK 74078 For payment of services of governing board, legal services, purchasing, internal audits, safety engineer services, errors and omissions, and miscellaneous charges 7-1-16/6-30-17	1-16001 1-16102 1-16103	\$ \$ \$	410,000 23,000 17,000
		\$	450,000
OSU Information Technology 113 Math Sciences Stillwater, OK 74074 Banner Implementation and maintenance Microsoft Campus Agreement 7-1-16/6-30-17	1-30994	\$	350,000
OSU-Tulsa 700 N. Greenwood Ave Tulsa, OK 74106-0700 Payment for rent, services, copier charge-backs, postage and telecommunications 7-1-16/6-30-17	130917 187911	\$	175,000
Risk Management Office of Public Affairs State Capitol, Room B-4 Oklahoma City, OK 73105 Payment of liability and property insurance 7-1-16/6-30-17	Multiple Accounts	\$	325,000
BMI/IMAGENET PO Box 26340 Oklahoma City, OK 73126 Maintenance, rental and program support of equipment 7-1-16/6-30-17	1-70002	\$	500,000
Langston Public Works Authority City of Langston Langston, OK 73050 Payment of LU sewer charges 7-1-16/6-30-17	Multiple Accounts	\$	375,000
City of Guthrie PO Box 908 Guthrie, OK 73044 Payment of water user charges 7-1-16/6-30-17	Multiple Accounts	\$	600,000

<u>SUPPLIERS</u>	<u>Account</u>	<u>FY 2017 Board Request</u>
Oklahoma Gas & Electric PO Box 26040 Oklahoma City, OK 73126 Payment of electric usage, installation, repairs and maintenance 7-1-16/6-30-17	Multiple Accounts	\$ 1,700,000
Oklahoma Natural Gas PO Box 1234 Tulsa, OK 74186 Payment of gas usage, maintenance and repair 7-1-16/6-30-17	Multiple Accounts	\$ 60,000
Commissioners of Land Office PO Box 26910 Oklahoma City, OK 73125 Payment for natural gas usage 7-1-16/6-30-17	Multiple Accounts	\$ 250,000
Public Service Co PO Box 24421 Canton, OH 44701 Electricity usage 7-1-16/6-30-17	1-87910	\$ 75,000
Higher One/Campus Labs 210 Ellicott Street, Suite 200 Buffalo, New York 14203 Program to compile & analyze student trends 7-1-2016/6-30-2017	1-16940	\$ 75,000
Royall & Company 1920 East Parham Rd Richmond, VA 23228-2206 Enrollment Management Services 7-1-2016/6-30-2017	1-21006	\$ 420,000
Oklahoma State Regents for Higher Education 655 Research Parkway, Ste 200 Oklahoma City, OK 73104 Existing Real Estate and Equipment Master Lease Services 7-1-2016/6-30-2017	Section 13/NCF 3-26100	\$ 3,800,000

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

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

Langston University

College/University from which Request for Interim Approval Originated

1. The basis upon which interim approval is requested is indicated below (check one or more and explain).
- (a) The matter is related to the peace, health and safety of the institution and/or its inhabitants. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)
- (b) The matter quite possibly could pose a deterrent to the accomplishment of important institutional objectives without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

Permission is respectfully requested for Langston University to process a purchase order in the amount of \$135,000.00 to procure furniture for the Young Hall renovation project. Furniture to be ordered includes bed frames, mattresses, and lounge furniture for the dormitory. The purchase order will be made to a state vendor, Southwest Contract, a vendor which is also used by other state entities including Oklahoma State University, to provide furniture for living and learning areas. Southwest Contract has indicated that the furniture order must be placed prior to June 17, 2016 in order for the furniture to be installed in time for opening of the Fall 2016 semester in August. We respectfully request an interim approval to ensure that the purchase order can be created and meet all approval levels before the deadline. Langston University is in consultation with Mr. Scott Schlottbauer, Chief Procurement Officer, to coordinate this purchase.

- (c) The matter has significant economic implications for institutional resources and/or properties without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)
- (d) The matter is related to an emergency requiring action by the administration prior to the next meeting of the Board of Regents because of extenuating circumstances not referenced above. (Describe the specific extenuating circumstances.)

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

Permission is respectfully requested for Langston University to process a purchase requisition in the amount of \$135,000.00 to Southwest Contract for the procurement of furniture to be installed in Young Hall on the Langston Campus. Furniture will include bed frames, mattresses, and lounge furniture for student use.

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$135,000.00

4. Identify the fund or funds to be used in covering the cost stated above. 3-2600

5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. \_\_\_\_\_

6. \_\_\_\_\_  
(Optional) Signature of Requesting Administrator

  
(Required) Signature of President

\_\_\_\_\_  
Date

6/8/2016  
Date

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

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

REMARKS:

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

REMARKS:

  
Signature of the Chief Executive Officer or his designated representative

6/9/16  
Date

**LANGSTON UNIVERSITY  
STUDENT IMPACT  
TUITION, FEE, HOUSING, AND MEAL PLAN INCREASES  
ACADEMIC YEAR 2016-2017**

	<u>FY 2016</u>	<u>FY 2017</u>	<u>\$ INCREASE</u>	<u>% INCREASE</u>
Tuition	Note 1 \$ 3,467.00	\$ 3,706.50	\$ 239.50	6.9%
Mandatory Fees	Note 1 \$ 1,575.50	\$ 1,681.40	\$ 105.90	6.7%
Apartment Rent	Note 2 \$ 6,026.00	\$ 6,150.00	\$ 124.00	2.1%
Meal Plan	\$ 2,956.00	\$ 3,050.00	\$ 94.00	3.2%
<b>Total Costs Per Academic Year</b>	<b>\$ 14,024.50</b>	<b>\$ 14,587.90</b>	<b>\$ 563.40</b>	<b>4.0%</b>
<b>Total Costs Per Semester</b>	<b>\$ 7,012.25</b>	<b>\$ 7,293.95</b>	<b>\$ 281.70</b>	<b>4.0%</b>
<b>Nonresident student</b>	<b>Notes 1, 2</b>			
<b>Total Costs Per Academic Year</b>	<b>\$ 21,353.00</b>	<b>\$ 21,927.40</b>	<b>\$ 574.40</b>	<b>2.7%</b>
<b>Total Costs Per Semester</b>	<b>\$ 10,676.50</b>	<b>\$ 10,963.70</b>	<b>\$ 287.20</b>	<b>2.7%</b>

Note 1: Assumes a resident undergraduate student on Langston campus taking 30 credit hours

Note 2: Assumes student residing at Centennial Court. Costs for students living in other student housing apartments would increase based upon the residence chosen. Costs for students living in the overflow traditional residence hall would decrease accordingly.

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.

Recognition of Chairman Joe Hall

Before beginning the business of Oklahoma State University, Vice Chair Watkins wished to take time to express appreciation to Chairman Joe Hall. She said anything the Board says is going to be an understatement in terms of the quality of his work, the quantity of his work, and the sacrifice of his personal work and family. She said she does not know how the Board can thank somebody for giving of himself the way Chairman Hall has for the years he has been on the Board, but, particularly for this last year serving as Chairman. Vice Chair Watkins presented Chairman Hall with the gavel he used this past year as Chairman and expressed to him how much the Board appreciates him.

Chairman Hall expressed appreciation. He said the opportunity to serve in this position does not always come along when the timing is right to make a commitment like this, but that is part of what life is and somehow he managed through it. He said he wants to express to all the presidents and the institutional administrators that what really makes it better is when great people are taking care of their jobs and doing the best they can in managing crises, budgets, and personnel. These individuals are doing all of this in the midst of the pursuit of educating young people and providing what is and should be a priority to Oklahoma, which is higher education. Hopefully, the focus and priorities will get restructured to where higher education is important to the balance of the majority in the leadership of this State like it is to this Board and everyone in this room because it is the root and the foundation of the State's progression, its growth, and its quality of life. He said the State has got to get back to there and realize how important it is. Chairman Hall said he knows everybody is working at this, and he expressed appreciation for all the kind comments, time, service, and for the confidence this Board expressed in him serving in this position.

Opening Comments by President Hargis

President Hargis said he joins in the expression of appreciation to Chairman Hall for all that he has done. He said Chairman Hall has been a great counselor to him personally and has provided great direction. He said he will miss him serving as Chairman, but said he also looks forward to Regent Watkins serving as Chair.

President Hargis said he also wants to welcome Jarold Callahan and said he is delighted that Regent Callahan has agreed to serve on the Board. In addition, President Hargis expressed thanks to OSU-OKC President Natalie Shirley for the wonderful event last evening.

Adoption of Memorial Resolutions

President Hargis presented information to recognize the service of Eric W. Jones, Professor Emeritus, Clinical Research, Center for Veterinary Health Sciences; and Samuel O. Powers, Associate Professor Emeritus, Engineering Technology, College of Engineering, Architecture and Technology. (The Memorial Resolutions for Dr. Jones and Mr. Powers are attached to OSU's portion of the minutes as ATTACHMENTS A and B and considered a part of these minutes.)

Regent Anthony moved and Regent Callahan seconded to adopt the Memorial Resolutions for Eric W. Jones and Samuel O. Powers as presented.

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

President Hargis requested Provost and Senior Vice President Gary Sandefur to present information pertaining to Academic Affairs:

Approval of Revisions to the Admission Standards for the OSU Center for Veterinary Health Sciences

On behalf of Interim Dean Chris Ross, Dr. Sandefur said he is pleased to present proposed modifications to the admission standards for the OSU Center for Veterinary Health Sciences. (The proposed Admission Standards are found on page C-1 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-17-16.) Dr. Sandefur said the proposed modifications were discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting earlier today. If approved, the modified Admission Standards will be sent to the Oklahoma State Regents for Higher Education for consideration and approval. Board approval is requested at this time.

Regent Watkins said the Committee met with the OSU administration regarding approval of the proposed changes to the Admission Standards for the OSU Center for Veterinary Health Sciences. She reported that the Committee acted to recommend Board approval of the administrative recommendation.

Regent Watkins moved and Regent Link seconded to approve the revisions to the Admission Standards for the OSU Center for Veterinary Health Sciences as presented.

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

Personnel Actions

Dr. Sandefur presented the personnel actions and recommended their approval with the exception of those items pertaining to separations and retirements, which are included as information items. The list includes 20 new appointments and 182 changes which include reappointments, changes in title, promotions, and/or tenure actions sent forward from the academic colleges and branch campuses. Also included in the listing are appointments to the honorary title of Regents Professor as well as numerous appointments and reappointments to Endowed Chairs and Professorships. He noted the list also includes one correction. Dr. Sandefur requested Board approval of all personnel actions included in the OSU Agenda. For information, 21 separations and 7 retirements are included. (These recommendations are listed under Section D-1 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-17-16.)

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

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

Approval of Proposed New Degrees and Program Modifications

Dr. Sandefur presented the proposed program modifications and new degree requests for the OSU-Stillwater, OSUIT, and OSU-OKC campuses. (These curricular items are summarized in Section E-1 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-17-16). These requests were discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting earlier today. If approved, these requests will be sent to the Oklahoma State Regents for Higher Education for their consideration and approval. Board approval is requested at this time.

Regent Watkins said the Committee met with the OSU administration regarding approval of degree requests and curricular updates. The Committee acted to recommend Board approval.

Regent Watkins moved and Regent Anthony seconded to approve the proposed new degrees and program modifications as presented in the OSU Agenda.

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

Approval of Annual Academic Program Reviews

Dr. Sandefur presented a list of 19 Academic Program Reviews that were completed in three of OSU's academic colleges during the 2015-2016 academic year. (The list of programs reviewed and the Academic Program Review Executive Summaries are collectively on file in the Board of Regents' Office as Document No. 2-6-17-16.) He said reports generated during this extensive five-year review process will also be sent to the Oklahoma State Regents for Higher Education for their review. Dr. Sandefur requested Board approval of these program reviews.

Regent Reese moved and Regent Watkins seconded to approve the annual Academic Program Reviews as presented.

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

President Hargis requested Senior Vice President Joe Weaver to present information pertaining to Administration and Finance:F-1 Approval of Fiscal Year 2017 Budget (OSU-System)

Mr. Weaver requested approval of the Fiscal Year 2017 budget, including 2017 Tuition and Fees for the OSU System. (The 2016-2017 Budget Materials summary is included in Exhibit II, the Executive Summaries for the General University and OSU's constituent budget agencies are included in Exhibit III, and the FY17 Tuition and Mandatory Fee Requests are included in Exhibit IV of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-17-16.)

Mr. Weaver said the budget items were discussed with the Planning and Budgets Committee at its meeting yesterday. (Documents presented by the OSU administration regarding the budget presentation for Oklahoma State University for Fiscal Year 2016-2017, including the Salary and Wage Budget and the Forms SR-A3 for Oklahoma State University and its constituent budget agencies, are collectively on a compact disc – Document No. 3-6-17-16.)

Regent Anthony reported that the Planning and Budgets Committee met with the administration of Oklahoma State University to review the FY-2017 budget recommendations. He said the Committee met with all the colleges and universities and said the general sense is that it was a very difficult budget year as everyone is aware, and he believes everyone did a wonderful job of trying to minimize damage to the students and minimize increases in tuition so that the institutions could still meet their obligations. It was noticeable how much strain it has put on budgets throughout all the A&M institutions and Oklahoma State University. These are tough times in higher education, and it is necessary to somehow turn around the impression that higher education institutions are

“fat cats.” It goes without saying that these necessary budgetary decisions were made, but it is not without some consternation to minimize the harm to students.

Regent Burns asked if the Committee members are convinced the institutions have cut their budgets to the bone at this point. Regent Anthony said he believes the institutions have literally “cut to the bone” and even beyond with regard to Oklahoma State University as well as the other A&M institutions. The Committee members repeatedly saw usage of what minimal reserves many of the schools have. The way the institutions were able to balance the budgets in most cases involved a combination of things, but the reserves have really been used in every case beyond what the Committee members would like. The schools need personnel. The institutions are not filling open positions. The institutions are definitely at a point where they cannot handle any more significant cuts.

Regent Burns asked if it is believed further cuts will result in a decrease in quality. Regent Anthony said he does believe the schools are going to be compromised both in terms of quality and numbers if they do not or are not able to get more resources available to the colleges and universities. Regent Burns asked if the tuition increases that have been recommended overcome the budget cuts experienced by the institutions. Regent Anthony said the tuition increases will not meet the big deficits that have occurred as a result of the 16 percent budget cut. The tuition increases have given the schools a little margin to help offset the increased deficits, but most of the balances of the deficits the schools have incurred is being made up by whatever reserves the schools have and by employee layoffs or cutting back on other expenses without sacrificing services to the students.

Regent Link said in the discussions the Committee members had with Mr. Weaver and all of the presidents, in no case did he recall the tuition and fee increases achieving 50 percent of the reductions. Therefore, increases in tuition and fees are less than 50 percent of the reduction that needs to be filled. Other operating expenses, revenue enhancements, and reduction in personnel costs are what made up the difference.

Regarding the budgets for Oklahoma State University, Regent Anthony said the Committee acted to recommend Board approval.

Regent Anthony moved that the Board conditionally approve all elements of the budget as presented by the OSU administration, including any recommendations on salary and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions or personnel actions. Regent Link seconded the motion.

Chairman Hall said he would like to recognize that Regent Anthony spent several years in the Oklahoma Legislature putting together State budgets and has as much expertise and experience in the mechanics of budgets as anyone in the room and most of the State of Oklahoma. He said Regent Anthony’s comments come with an earned experience and knowledge of the subject

matter, and his urgency should scream out to anybody who hears his message of his concerns, which are shared by the balance of this Board.

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

Chairman Hall said the Committee heard consistently from every president and fiscal officer how they were challenged, not only as they put the budgets together but throughout the year as the cuts continued to come on an untimely and un-notified basis. That required everyone to be quick, flexible, and creative. The real challenge for everybody throughout the year was getting to the point of establishing the budgets and then the work began. But, consistently verbalized in the meeting yesterday was very little confidence in what the revenue projections are going forward. Chairman Hall said he believes it is worthy to mention that the institutions are staring down a concerning situation going forward and lack confidence or comfort that the revenue projections are something they will be able to depend on going forward this next fiscal year. For that commentary, Chairman Hall expressed appreciation to the presidents and the staff of all the institutions for the efforts that were required to get the schools to this point today. That extra work is appreciated and has not gone unnoticed. On behalf of the Board of Regents, Chairman Hall expressed thanks.

#### F-2 Transfer of Funds for Capital Projects (OSU-CHS)

Mr. Weaver requested Board approval to transfer \$10,000,000 from E&G Part I reserves to Plant Funds in order to fund renovations and property acquisition for the OSU-CHS campus.

Regent Anthony moved and Regent Link seconded to authorize the transfer of \$10,000,000 from E&G Part I reserves to Plant Funds as presented.

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

#### G-1 Cancellation of Peace Officer's Commission

Vice President Weaver requested Board approval of the peace officer action as listed in the OSU Agenda.

Regent Burns moved and Regent Davis seconded to authorize the OSU administration to revoke the indicated police appointment and commission.

OSU-Stillwater

Commission No.

Brett D. Palmer

655

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

G-2 Approval to Enter Exchange Agreement for Real Property

Mr. Weaver requested Board approval to authorize the execution of documents as necessary and appropriate to enable the exchange of a small portion of certain real estate which the University has under a pending real estate contract to close in 2017 for a small tract owned by the Wesley Foundation in Stillwater, Oklahoma. He said the property is adjacent to other properties owned by the University and properties under contract and would provide more frontage along University Avenue for future expansion. The exchange will result in a net gain of 727 square feet of land for the University when the pending contract is closed.

Regent Anthony moved and Regent Reese seconded to authorize the execution of documents as necessary and appropriate to enable the exchange of a small portion of certain real estate which the University has under a pending real estate contract as presented in the OSU Agenda, and to authorize the President, or his designee, to sign all related real estate and exchange documents.

Chairman Hall said he is involved with both of the boards and will abstain from voting.

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

G-3 Approval to Accept Gift-in-Kind for the Construction of the New Utility Services for OSU Soccer Project

Mr. Weaver requested Board approval for the OSU President to enter into a Gift-in-Kind agreement with Cowboy Athletic Facilities, LLC, and the parent company Cowboy Athletics, Inc., for the receipt of a project to construct new utility services for the OSU Soccer Project.

Regent Reese moved and Regent Davis seconded to authorize the OSU President to enter into a Gift-in-Kind agreement with Cowboy Athletic Facilities, LLC, and the parent company Cowboy Athletics, Inc., for the receipt of a project to construct new utility services for the OSU Soccer Project as presented.

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

G-4 Approval of Lease Agreement for Office Space (OSU-Tulsa)

Mr. Weaver requested Board approval to lease space to the OSU Foundation to accommodate personnel operating in Tulsa.

Regent Reese moved and Regent Link seconded to authorize OSU-Tulsa to lease space to the OSU Foundation to accommodate personnel operating in Tulsa and to authorize the OSU-Tulsa President to execute the lease, subject to review and approval by Board Legal Counsel.

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

H-1 Approval of Changes to the OSU/A&M Retirement Plans (OSU-System)

Mr. Weaver requested Board approval to adopt Plan amendments to the retirement plans listed in the OSU Agenda.

Regent Reese moved and Regent Callahan seconded to adopt Plan amendments to the retirement plans listed in the OSU Agenda with the amended documents being finalized by outside legal experts at the law firm of McAfee and Taft and routed for approval.

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

H-2 Approval to Execute a Contract for Development Services with the Oklahoma State University Foundation

Mr. Weaver requested Board approval for the President to execute annual contracts with the OSU Foundation. He noted that this represents a 10 percent reduction from the previous year's contract.

Regent Reese moved and Regent Davis seconded to authorize the OSU President to execute annual contracts with the OSU Foundation for development and fund-raising services, subject to review and approval by Board Legal Counsel.

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

H-3 Approval to Execute a Contract for Management Services with the Oklahoma State University Alumni Association

Mr. Weaver requested Board approval for the President to execute an annual contract with the OSU Alumni Association for management services. He noted that the Alumni Association had a similar reduction in its contract from the prior year.

Regent Davis moved and Regent Reese seconded to authorize the President to execute an annual contract with the OSU Alumni Association for management services, subject to review and approval by Board Legal Counsel.

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

H-4 Approval to Execute a Memorandum of Understanding with the Oklahoma State University Alumni Association

Mr. Weaver requested Board approval for the President to execute a Memorandum of Understanding with the Oklahoma State University Alumni Association for rental of space and services for use by the Office of Enrollment Management and Marketing.

Regent Link moved and Regent Davis seconded to authorize the President to execute a Memorandum of Understanding with the Oklahoma State University Alumni Association for rental of space and services for use by the Office of Enrollment Management and Marketing, subject to review and approval by Board Legal Counsel.

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

H-5 Approval to Execute a Contract for Support Services with the Oklahoma State University Research Foundation

Mr. Weaver requested Board approval for the President to execute annual contracts with the OSU Research Foundation.

Regent Burns moved and Regent Link seconded to authorize the President to execute annual contracts with the OSU Research Foundation for support services with the Oklahoma State University Research Foundation, subject to review and approval by Board Legal Counsel.

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

H-6 West Education Center Lease Agreement

Mr. Weaver requested Board approval for OSU-OKC to lease a facility to a parochial high school under the administration of Cristo Rey Network.

Regent Reese moved and Regent Davis seconded to authorize OSU-OKC to lease a facility to a parochial high school under the administration of Cristo Rey Network as presented in the OSU Agenda.

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

I-1 Approval to Accept the Master Plan for the Division of Agricultural Sciences and Natural Resources Stillwater Facilities

Mr. Weaver requested Board approval to accept the master plan for the Division of Agricultural Sciences and Natural Resources facilities located on the Stillwater campus and to the west of campus. He said this item was discussed with members of the Fiscal Affairs and Plant Facilities Committee at its meeting this morning.

Regent Burns reported that the Committee received this information having neither approved nor disapproved the plan. With great interest the Committee looks forward to further information on that project in the future. He said a motion is not required.

I-2 Approval to Adjust the Budget for the Expansion and Renovation of the Dairy Free-Stall Barn

Mr. Weaver requested Board approval to adjust the budget for the new expansion and/or renovation of the Dairy Free-Stall Barn located west of the OSU-Stillwater campus. He said the original estimate was in the range of \$1,750,000 to \$2,000,000, and the adjusted estimated range is \$3,500,000 to \$4,000,000.

Regent Davis moved and Regent Reese seconded to approve the adjustment of the budget for the new expansion and/or renovation of the Dairy Free-Stall Barn located west of the OSU-Stillwater campus as presented.

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

I-3 Approval to Adjust the Budget for the New Undergraduate Laboratory Building for the College of Engineering, Architecture and Technology

Mr. Weaver requested Board approval to adjust the budget for the new Undergraduate Laboratory Building for the College of Engineering, Architecture and Technology. He said the original estimated cost was in the range of \$25,000,000 to \$30,000,000, and the adjusted estimate is up to \$35,000,000.

Regent Anthony moved and Regent Reese seconded to adjust the budget for the new Undergraduate Laboratory Building for the College of Engineering, Architecture and Technology as presented.

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

J Approval of Purchase Request Items

Mr. Weaver presented the purchase requests and recommended their approval. (The purchase requests are listed in Exhibit I of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-17-16.) He requested approval to purchase the items as listed, subject to the availability of funds and/or the limitations of the budget. He noted that of the 25 items listed, 11 are new items and 14 are annual items the Board has previously approved.

Regent Reese moved and Regent Anthony seconded to approve the Sole Source and Special Request items as listed in the OSU Agenda (purchase request Nos. 1-6, Exhibit I, OSU Agenda).

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

Regent Reese moved and Regent Anthony seconded to approve the Revolving and Appropriated Funds, Auxiliary Enterprises, and Plant Funds items as listed in the OSU Agenda (purchase request Nos. 7-25, Exhibit I, OSU Agenda).

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

#### Remarks by President Hargis Regarding FY-2017 Budgets

President Hargis said he wants to thank the Regents for their help and counsel in fashioning the budget. He said there has been a lot said around the State over the last few months about higher education, but many of the comments are based on lack of knowledge and are made in theory in the abstract. He said these are extraordinarily important economic engines for the State. As an example, President Hargis said he learned in Economics at Oklahoma State University that economic development happens when dollars come from outside a region into the region, and it does not matter from where it comes. The dollars can come from the federal government, private enterprise, etc., as long as it is from outside the region. Most economists will multiply that by three or four times to gauge the economic impact. President Hargis said Oklahoma State University brings in approximately \$340 million annually from out of state. He said the University of Oklahoma would be very similar. Therefore, just OSU alone would have an economic impact of well over a billion dollars by any normal measure. When this is tinkered with and the school is unable to provide services that are bringing that money in, this can cause some serious economic consequences. That is an important thing to remember. OSU is obviously a great bargain. He said 34 percent of the last freshman class is from out of state. People are voting with their feet and are coming to the University. President Hargis said he just wished the people who were criticizing what is going on at OSU would really get down into the numbers because when one thing is tweaked, it offsets other things. If OSU cannot provide the academic courses or the research that people want because of budget cuts, then the State of Oklahoma is being injured, not just by not turning out enough college graduates but also in not being able to render the product that people want to buy.

President Hargis said he appreciates the Board's approval of the budget. It is a tough budget. He said he never likes to raise tuition and would prefer to cut it in half if he could, but this year is an

extraordinary year and these were hard choices. In the interim, OSU is really going to work hard to try to get its message out and get people to quit talking in theory and really look at the numbers because this is a serious situation for the State.

Regent Burns said he appreciates the comments made by President Hargis. He said he would just like to note for the record that for the entire time President Hargis has been the President of OSU the University has been focused on trying to achieve efficiencies and cut its expenses and has engaged in numerous programs. For example, the energy conservation program saved OSU many millions of dollars and is now a model for the remainder of the State. OSU has led efforts to consolidate a lot of back office operations, not only at OSU but with its leadership has benefitted all of the other A&M institutions, which resulted in the savings of millions of dollars. It has been a constant focus of the Board to look for opportunities to economize, even when the schools were not faced with budget cuts, in anticipation of the fact that the Board does not like to raise tuition and has always been focused on how to more efficiently manage the budgets so that tuition increases can be avoided. He said this year a historic budget cut has occurred, which is terribly worrisome to him. He said he believes higher education has improved in the State. It is exceptionally high quality at this time, but he is very worried that the quality is going to suffer in the event the schools continue to see declining State appropriations. Regent Burns said when he was in college in the 1970s, his recollection was that the percentage of State support for the institutions exceeded 70 percent. It is now 15 percent. That should be very worrisome to anyone who is concerned about the economic future of this State inasmuch as it is college graduates that drive the economy of Oklahoma. To the extent the public does not recognize that through its investment in higher education, what it is really saying is that it does not have faith in trying to promote the economic well-being of this State. It is a lack of focus on where the priorities should be. He said everyone benefits from the economic growth that college graduates produce. Everyone is saying they want more college graduates but are not voting with their money because every year less and less money is allocated to higher education to try to graduate more students. Regent Burns said something is wrong.

Chairman Hall said higher education is not rolling in the money, so when the State appropriations decrease, tuition increases. He said he concurs with both of these leaders with long-time experience in higher education that the State cannot continue to put more and more funding on the backs of Oklahoma families and believe the State will progress and move forward.

Chairman Hall expressed appreciation for the comments and everyone's service.

The business of Oklahoma State University being concluded, President Hargis and members of the OSU administration were 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 Eric W. Jones, Professor Emeritus, Clinical Research, Center for Veterinary Health Sciences, was claimed by death on April 8, 2016; and

WHEREAS, Dr. Jones, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from August 1, 1954, to the date of his retirement, February 28, 1981, 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:

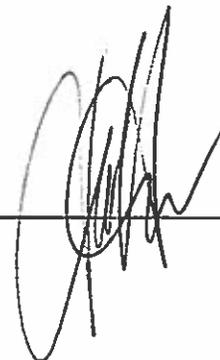
THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Jones to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof 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. Jones.

Adopted by the Board the 17th day of June 2016.

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Joe Hall, 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 Samuel O. Powers, Associate Professor Emeritus, Engineering Technology, College of Engineering, Architecture, and Technology, was claimed by death on May 12, 2016; and

WHEREAS, Professor Powers, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1965, to the date of his retirement, July 1, 1986, 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:

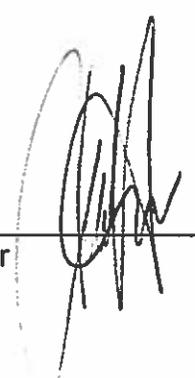
THAT it takes this method to express its appreciation for the years of useful service rendered by Professor Powers to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member 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 Professor Powers.

Adopted by the Board the 17th day of June 2016.

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Joe Hall, Chair



June 17, 2016

Public Comments

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

June 17, 2016

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES  
MEETING OF JUNE 17, 2016

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

Academic Affairs, Policy and Personnel Committee

(In addition to the business discussed by the Committee during the business of Langston University and Oklahoma State University, the Committee also discussed the following.)

Approval of Salaries for Institutional Presidents

Regent Watkins said the Committee met in Execution Session to consider the evaluation/assessment and other information relevant to the employment of the OSU/A&M institutional presidents, various OSU administrative employees, and Board staff.

Regent Watkins moved for the continued employment of the Interim President of Connors State College and the Presidents of Langston University, Northeastern Oklahoma A&M College, Oklahoma Panhandle State University, and Oklahoma State University at the terms represented in Schedule A (which is on file in the Board of Regents' Office as Document No. 14-6-17-16). Regent Link seconded the motion.

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

Audit, Risk Management and Compliance Review Committee

Approval of Audit Plan for Fiscal Year 2017

Regent Davis said the Committee met and received a status update of audit and post audit reviews from Michelle Finley, Chief Audit Executive. The Committee also discussed the Audit Plan for Fiscal Year 2017 and acted to recommend Board approval as presented. (The Audit Plan for Fiscal Year 2017 is on file in the Board of Regents' Office as Document No. 15-6-17-16.)

Regent Davis moved and Regent Callahan seconded to approve the Audit Plan for Fiscal Year 2017 as presented.

June 17, 2016

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

#### Fiscal Affairs and Plant Facilities Committee

(All business discussed by the Fiscal Affairs and Plant Facilities Committee was discussed during the business of Northeastern Oklahoma A&M College and Oklahoma State University.)

#### Planning and Budgets Committee

(In addition to items discussed during the business of Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, Connors State College, Langston University, and Oklahoma State University, the Committee also considered the following.)

#### Approval of Board of Regents' FY-2017 Budget Documents

Regent Anthony said the Committee received an update on the FY-2016 budget issues and the establishment of budgetary priorities and proposed budgets for FY-2017 for the operations of the Board of Regents (Executive/Administrative Office, Office of Legal Counsel, and Office of Internal Audit.) The Committee acted to recommend Board approval as follows. (The FY-2017 budget documents for the Board of Regents are collectively on file in the Board of Regents' Office as Document No. 16-6-17-16.)

Regent Anthony moved that the Board conditionally approve all elements of the budget as presented by the staff of the OSU/A&M Board of Regents, including the salary and wage recommendations contained therein, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions or personnel actions. Regent Link seconded the motion.

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

#### Personnel Actions

Mr. Ramsey said he has two personnel actions for the Board's consideration including the hiring of Andy Hill as a Staff Attorney, effective May 31, 2016, at a salary of \$85,000 to be funded by the OSU Center for Health Sciences. He also informed the Board of the retirement of Suzanne Burks (effective July 5, 2016), Independent Advocate for Victims of Sexual Assault. Mr. Ramsey

June 17, 2016

said he is in the process of working with Mackenzie Wilfong in the Office of Legal Counsel on developing a plan to replace Ms. Burks and how to best serve potential victims.

Regent Reese moved and Regent Link seconded to approve the personnel actions as presented.

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

Regent Link said a few years ago when former Regent Andy Lester developed the task force to review the Board's policies and procedures, Ms. Burks was a very instrumental part of that process and has been of great service to the Board over the last few years. He said her replacement is going to be difficult to fill. Mr. Ramsey said it has been a good start to that system to have that Advocate in place, and Ms. Burks was an ideal fit. It is now an important task to find a good next step.

#### Election of Board Officers

Chairman Hall said with the change in the Board officer terms coinciding with the fiscal year, at this meeting the Board considers the reorganization of Board officers. According to the Rules of the Board of Regents, there are three officers of the Board consisting of the Chairman, Vice Chairman, and Secretary, which position is that of a non-voting executive officer of the Board. Therefore, nominations are open for the positions of Chairman, Vice Chairman, and Secretary of the Board, effective July 1, 2016, through June 30, 2017.

Regent Davis said he would like to echo Regent Watkins' comments made earlier about Chairman Hall's service to the Board. It has been stated numerous times of the sacrifice of his personal time. Regent Davis said he thought about that as people have been speaking and said that really is a product of Chairman Hall's willingness to be available at any time to any and all of the needs of the Board and the institutions it serves. Regent Davis said he also wants to go on record publicly and express thanks to Chairman Hall's wonderful wife, Vickie, and to his daughters, Hope and Grace, for the sacrifices they have made with him being gone so much this past year. In addition, Regent Davis said as discussed today regarding the difficulties and adversities facing higher education, he said he is thankful for Chairman Hall's calm and steady hand on the reigns of leadership that he has provided during these times. Regent Davis said he is also aware of his willingness to embrace new and innovative ideas that are being studied that will pay dividends to the institutions and the A&M System going forward. Finally, Regent Davis said on a personal level he wanted to thank Chairman Hall for his friendship, and he knows the other Board members feel the same way. He said he appreciates his willingness to not only ask but to care about the Regents' individual lives. He said he appreciates his investment in the lives of fellow Board members, in the institutions and their leaderships, and ultimately in the students because that is very self-sacrificing. Chairman Hall expressed thanks for the comments.

June 17, 2016

Regent Davis moved to nominate Lou Watkins as Chair, Doug Burns as Vice Chair, and Jason Ramsey as Secretary, effective July 1, 2016, through June 30, 2017. Regent Anthony seconded the motion.

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

Chairman Hall expressed thanks for the nice comments and expressed good luck. He said he will be available to help in any way he can, but he knows the Board is in good hands going forward.

### Closure to the Presidential Evaluation Process

In order to bring closure to the annual presidential evaluation/assessment process, Mr. Ramsey recommended that the Board establish as a part of a confidential personnel file the compilation of the Board's comments which were solicited by a questionnaire and a summary of the Board's session in which the presidents presented a self-assessment. Each president has been offered an opportunity to review the compilation and will be provided an opportunity to review the self-assessment when these documents are completed. Mr. Ramsey recommended that the Board authorize the establishment of a confidential personnel file following the completion and review of the written summary of the evaluation session, pending any additional contact with the presidents.

Regent Anthony moved and Regent Link seconded that the Board authorize the establishment of a confidential personnel file following the completion and review of the written summary of the evaluation session, pending any additional contact with the presidents.

Chairman Hall said he would like to echo the comments of how stellar a group of presidents that are currently representing this Board and how minimal concerns, problems, criticisms, or deficiencies that any of them have with regard to their annual review with respect to their character, qualifications, and capabilities to lead these institutions. He said he does not believe the Board has been blessed with a finer team. This process is always a time to encourage and reward the presidents and acknowledge their hard work. The Board has a great team and that was brought up through the evaluation and assessment process. The Board appreciates each and every one of them.

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

### Adjournment

At approximately 12:30 p.m., Chairman Hall announced that the meeting was adjourned.

MEETING OF THE A & M BOARD OF REGENTS

**June 17, 2016**

Conference North  
3<sup>rd</sup> Floor – Student Center  
Oklahoma State University-Oklahoma City  
900 North Portland  
Oklahoma City, 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 October 26, 2015.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of April 22, 2016

Approval of Minutes of Special Board Meeting of April 29, 2016

Approval of Minutes of Special Board Meeting of May 16, 2016

**DATES OF NEXT REGULAR MEETINGS**

For **Information** Purposes Only:

September 9, 2016 -- Stillwater, Oklahoma – Council Room, 412 Student Union,  
Oklahoma State University

For **Consideration** of Approval:

October 21, 2016 -- Tulsa, Oklahoma – Executive Board Room, Administration Building,  
700 N. Greenwood Ave., OSU-Tulsa

**BUSINESS WITH COLLEGES AND UNIVERSITIES**

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

**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. Chief Audit Executive

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

(At the time this agenda is posted, detailed institutional agendas are available in the Office of the Board of Regents for review.)

DATE: June 17, 2016

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

PLACE: Conference North, 3<sup>rd</sup> Floor-Student Center, Oklahoma State University-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON OCTOBER 26, 2015.

**Business:**

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of April 22, 2016
- Approval of Minutes of Special Board Meeting of April 29, 2016
- Approval of Minutes of Special Board Meeting of May 16, 2016
- Announcement of meeting on September 9, 2016, in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma
- Approval of meeting on October 21, 2016, in the Executive Board Room, Administration Building, OSU-Tulsa, 700 N. Greenwood Ave., Tulsa, Oklahoma
- Adoption of Memorial Resolutions for former Regents Edwin E. Ketchum and Gus Edwin "Ed" Malzahn

**OKLAHOMA PANHANDLE STATE UNIVERSITY**

- General Information/Reports Requiring No Action by the Board  
Personal remarks by President Tim Faltyn

\* The Board will have breakfast on Friday, June 17, 2016, at 7:30 a.m. in Room 304, 3<sup>rd</sup> Floor-Student Center, OSU-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma, with Oklahoma State University 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 Student Center lounge area, 3<sup>rd</sup> Floor-Student Center, on the OSU-OKC campus.

- Personnel Actions RE: appointments, reappointments, changes in salary, change 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.  
Approval of FY-2017 OPSU personnel actions
- Instructional Programs  
Approval of program modification for the Bachelor of Technology degree - Computer Graphics Option
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.  
Approval of FY-2017 budget documents  
Approval of increases in resident tuition and mandatory fees for FY-2017
- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Approval of FY-2017 purchase orders
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting  
Out-of-state travel reports

**NORTHEASTERN OKLAHOMA A&M COLLEGE**

- General Information/Reports Requiring No Action by the Board  
Remarks by President Jeff Hale
- Personnel Actions RE: appointments, reappointments, changes in salary, change 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 FY-2017 budget documents  
Approval of 2016-17 Faculty and Professional, Classified and Support Personnel Salary Recommendations  
Approval to transfer funds
- Other Business and Financial Matters  
Approval to pay debt service payments for FY-2017 on master lease revenue bonds  
Approval to expend funds in accordance with grant guidelines of the Adult Education & Family Literacy Grant  
Approval to expend funds in accordance with the guidelines of the student financial aid programs for FY-2017

- Contractual Agreements (other than construction and renovation)
  - Approval to continue the contract between Northeastern Oklahoma A&M College and the Northeastern Oklahoma A&M College Development Foundation
  - Approval to exercise the one-year option with Sodexo Operations, LLC, to manage and operate food services for NEO
  - Ratification of interim approval to award a contract to Landmark Service Group to provide custodial, grounds, and small construction services
  - Approval of clinical facilities for Health Science programs
- New Construction or Renovation of Facilities
  - Approval to begin selection procedures for a Construction Manager at Risk for the construction of two new 46-bed dormitories
  - Approval to begin selection process for an architectural firm to assist the College with the design and construction of the new Student Housing Project
- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
- Student Services/Activities
  - Approval of proposed resident and non-resident tuition and mandatory fees
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
  - Out-of-state travel summaries

**CONNORS STATE COLLEGE**

- General Information/Reports Requiring No Action by the Board
  - Remarks by Interim President Ron Ramming
- Policy and Operational Procedures
  - Approval of Connors State College Institutional Organization Chart for FY-2017
- Personnel Actions RE: appointments, reappointments, changes in salary, change 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.
  - Approval of personnel and salary recommendations for FY-2017
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
  - Approval of FY-2017 budget documents
- Contractual Agreements (other than construction and renovation)
  - Approval to develop clinical affiliation agreements for FY-2017
  - Approval to enter into a contractual agreement with Indian Capital Technology Center to provide instruction for the Physical Therapist Assistant degree program

- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Approval of FY-2017 purchase orders
- Student Services/Activities  
Approval of proposed tuition and mandatory fees increases  
Approval of proposed increases of room and board rates
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting  
Out-of-state travel reports

**LANGSTON UNIVERSITY**

- General Information/Reports Requiring No Action by the Board
- Resolutions  
Adoption of Memorial Resolution for Mr. Robert Lou Brown
- Policy and Operational Procedures  
Approval to modify Resignation/Retirement policy  
Approval of Academic Integrity Manual
- Personnel Actions RE: appointments, reappointments, changes in salary, change 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.  
Approval to continue the employment of Langston University's personnel for FY-2017
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.  
Approval of FY-2017 budget documents  
Approval to accept funding for the Federal Supplemental Education Opportunity Grant and the Federal Work Study from the United States Department of Education
- Other Business and Financial Matters  
Ratification of interim approval of a lease agreement between Langston University and Millwood Public Schools for the relocation of the Langston University – Oklahoma City Campus  
Approval of the certificate of substantial completion and authorization to occupy the Langston University School of Physical Therapy building on the Langston Campus
- Contractual Agreements (other than construction and renovation)  
Approval to enter into an agreement with Crawford & Associates, P.C.
- New Construction or Renovation of Facilities  
Approval of allotment for renovation projects within Young Hall dormitory  
Approval to purchase additional security cameras and related server equipment

--Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Approval of FY-2017 purchase orders

--Student Services/Activities

Approval to increase tuition for residential and non-residential undergraduate, graduate, and physical therapy doctoral students

Approval to increase mandatory fees

Approval to increase campus housing rental rates

Approval to increase campus meal plan rates

--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

### **OKLAHOMA STATE UNIVERSITY**

--Recognition of Chairman Joe Hall

--General Information/Reports Requiring No Action by the Board  
Opening comments

--Resolutions

Adoption of Memorial Resolutions for Eric W. Jones and Samuel O. Powers

--Policy and Operational Procedures

Approval of revisions to the admission standards for the OSU Center for Veterinary Health Sciences

--Personnel Actions RE: appointments, reappointments, changes in salary, change 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

Approval of annual Academic Program Reviews

--Budgetary Actions: adoption of a new budget or revision of a budget, etc.

Approval of FY-2017 budget documents (OSU System)

Approval to transfer funds for capital project (OSU-CHS)

--Other Business and Financial Matters

Cancellation of peace officer's commission

Approval to enter exchange agreement for real property

Approval to accept Gift-in-Kind for the construction of the new utility services for OSU Soccer Project

Approval of lease agreement for office space (OSU-Tulsa)

- Contractual Agreements (other than construction and renovation)
  - Approval of changes to the OSU/A&M retirement plans (OSU System)
  - Approval to execute a contract for development services with the Oklahoma State University Foundation (OSU System)
  - Approval to execute a contract for management services with the Oklahoma State University Alumni Association (OSU System)
  - Approval to execute a Memorandum of Understanding with the Oklahoma State University Alumni Association
  - Approval to execute a contract for support services with the Oklahoma State University Research Foundation
  - Approval of West Education Center lease agreement (OSU-OKC)
- New Construction or Renovation of Facilities
  - Approval to accept the master plan for the Division of Agricultural Sciences and Natural Resources Stillwater Facilities
  - Approval to adjust the budget for the expansion and renovation of the Dairy Free-Stall Barn
  - Approval to adjust the budget for the new Undergraduate Laboratory Building for the College of Engineering, Architecture and Technology
- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
- Student Services/Activities
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting

### **PUBLIC COMMENTS**

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

### **COMMITTEE REPORTS**

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

#### **Academic Affairs, Policy and Personnel Committee**

Executive Session, if so approved by the required vote of members present to consider the evaluation/assessment and other information relevant to the employment of the President of Connors State College; the President of Langston University; the President of Northeastern Oklahoma A&M College; the President of Oklahoma Panhandle State University; the President of Oklahoma State University and OSU System; OSU Provost and Senior Vice President; OSU-OKC President; OSU Institute of Technology-Okmulgee President; OSU-Tulsa President; OSU Center for Health Sciences President and Dean; Oklahoma State University Vice Presidents and Deans; Head Coaches of Oklahoma State University; Health and Higher Education Policy Analyst; Chief Executive Officer of the Board; and the staff of or personnel who are responsible directly to the Board of Regents for the Oklahoma Agricultural and

Mechanical Colleges for the fiscal year beginning July 1, 2016. (Oklahoma Open Meeting Act §307B.1.)

Consider or take any action with reference to the matters contained in the immediately preceding item.

Audit, Risk Management and Compliance Review Committee

Receive information and a possible recommendation regarding the Internal Audit Plan for FY 2016-2017.

Fiscal Affairs and Plant Facilities Committee

Planning and Budgets Committee

Receive information and a possible recommendation from the staff of the Board of Regents regarding an update on FY-2016 budget issues and the establishment of budgetary priorities and proposed budgets for FY-2017 for the operations and/or budgetary functions coordinated by the Board of Regents, including any recommendations on salaries and wages.

**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

Election of Board officers

Approval to bring closure to the presidential evaluation/assessment process

--Reports/comments/recommendations by Chief Executive Officer

--Reports/comments/recommendations by General Counsel

--Reports/comments/recommendations by Chief Audit Executive

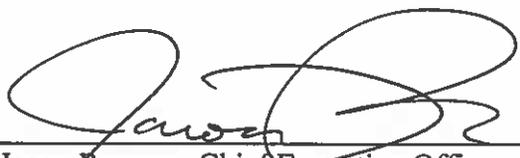
--New Business Unforeseen At Time Agenda Was Posted

June 17, 2016

BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

By:   
\_\_\_\_\_  
Lou Watkins, Chair

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 September 9, 2016.

  
\_\_\_\_\_  
Cheryl Williams  
Executive Administrative Associate