



MINUTES

of the

BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

for the

March 5, 2021

Regular Board Meeting

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

March 5, 2021

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**MINUTES OF THE SPECIAL MEETINGS OF THE BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
MARCH 5, 2021**

Notice of these meetings were filed with the Oklahoma Secretary of State on December 14, 2020.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Council Room, 412 Student Union at Oklahoma State University in Stillwater, Oklahoma, on March 5, 2021.

Board members in attendance: Mr. Rick Davis, Chair; Dr. Trudy Milner, Vice Chair; Mr. Calvin Anthony; Mrs. Blayne Arthur; Mr. Douglas Burns; Mr. Joe Hall; and Mr. Jimmy Harrel.

Absent: Mr. Jarold Callahan.

Others in attendance: Mr. Jason Ramsey, Chief Executive Officer; Mr. Steve Stephens, General Counsel; Ms. Michelle Finley, Chief Audit Executive; Ms. Kyla Eldridge, Executive Assistant to the CEO; and Ms. Shyanne Yeager, Administrative Associate.

After the Chief Executive Officer announced a quorum was present and affirmed that all documents had been filed, Chair Davis called the meeting to order at approximately 10:17 a.m.

I. BOARD OF REGENTS' BUSINESS

A. Approval of Order of Business

(The Order of Business and Agenda are collectively identified as ATTACHMENT A and attached to this portion of the minutes.)

Regent Anthony moved and Regent Harrel seconded to approve the Order of Business as presented.

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

B. Approval of minutes of Regular Board Meeting held January 29, 2021

Regent Burns moved and Regent Anthony seconded to approve the minutes of the January 29, 2021 Regular Board Meeting as presented.

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

C. Announcement of next Regular Board Meeting to be held on April 23, 2021

Chair Davis stated that the next meeting will be held on April 23, 2021 in the Council Room, 412 Student Union, on the OSU campus in Stillwater, Oklahoma.

D. Recognition of Regent Douglas Burns

Chair Davis first recognized Regent Burns' wife, Nikki Burns, and the sacrifices she made while her husband served on the Board for so many years. He noted that Regent Burns began serving on the Board in 1997 and has contributed 24 years of wonderful work. He said there have been some incredible changes at OSU and the A&M campuses in the past 24 years and Regent Burns has been a part of overseeing it all and the institutional presidents appreciate his involvement. Chair Davis thanked Regent Burns and said that he is not afraid to express his opinion, is always willing to be a team player, and works hard to advance the causes in which he believes. He said over the past year Regent Burns has helped him so much by engaging in a variety of things and that he has expended an incredible amount of time on behalf of the Board and institutions. Chair Davis thanked Regent Burns on behalf of the Board and stated the plaque given was just a small token considering all he had done. The inscription on the plaque read, "In grateful appreciation for your leadership and dedication to the advancement of higher education in Oklahoma as a member of the Board of Regents for Oklahoma State University and the A&M Colleges. 1997 - 2021."

Regent Milner said she has enjoyed getting to know Regent Burns and is always in awe of his expertise. She said he has been an amazing Board member.

Regent Anthony said he has watched Regent Burns work in many of the key elements in which the Board has been involved. He said Regent Burns has been a tremendous influence and it has been an honor to serve with him.

Regent Hall said Regent Burns is the "meanest nice guy." He said Regent Burns has a constant persistence and pursuit but does so in such a gentle, gracious manner. He said a big reason he agreed to being reappointed was the continuity and long-term commitment that Regent Burns and former Regent Lou Watkins had shown, which is something that can never be replaced.

Regent Harrel said he and Regent Burns had been friends for many years; the first time they met was in court and Regent Burns beat him on the case, and the next day he was in Regent Burns' office to hire him. He said Regent Burns has a great ability to get the job done and has been a good friend for many years and his service will be truly missed.

Regent Arthur said she has watched Regent Burns' success and has tried to model things after his approach. She said he is a consummate professional, always prepared, and is always one step ahead. She said Regent Burns had once said, "There is a lot more to communication than just the spoken word." Regent Arthur said she wrote that quote down and it now hangs in her office.

Regent Burns said he will miss all the Board members a great deal and will miss the frequent interaction. He said he fully plans and expects to continue the friendships he has made. He said he will miss the participation in what he believes to be a very noble mission. Regent Burns said he is proud of the pursuit that the Board members have to the mission of the Universities – education, research, extension, and making people’s lives better. He said he is proud of the group endeavor and does not think it is recognized by the public nearly as much as it should be. He is confident the Board will continue to have great success because of the passion the Board members have and their noble pursuits. He thanked everyone for their friendships and said he learned a great deal from all of the Board and institutional presidents.

Recognition of Former Regent Tucker Link

Chair Davis noted that since the last official Board meeting in January, Tucker Link resigned from the Board. He said no one had worked as hard as Tucker Link in service to the institutions. Chair Davis expressed appreciation for former Regent Link’s service to the Board and the institutions it governs, and said he hoped to recognize him publicly in some way in the future.



ORDER OF BUSINESS
OSU/A&M Board of Regents
Regular Board Meeting

March 5, 2021

Council Room
412 Student Union
Oklahoma State University
Stillwater, Oklahoma

Secretary of State meeting notice was filed on December 14, 2020.

BOARD BUSINESS:

1. Approval of Order of Business
2. Approval of Minutes for January 29, 2021 Regular Board Meeting
3. Announcement of next regular meeting:
Apr. 23, 2021 -- Council Room, 412 Student Union
Oklahoma State University, Stillwater, Oklahoma

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

COMMITTEE REPORTS:

1. Academic Affairs, Policy and Personnel Committee
2. Audit, Risk Management and Compliance Review Committee
3. Fiscal Affairs and Plant Facilities Committee
4. Planning and Budgets Committee
5. OSU Presidential Search Committee

PUBLIC COMMENTS

None

OTHER BOARD BUSINESS:

1. Reports or recommendations by the Chief Executive Officer
 - a. General Business
 - b. General Counsel
 - c. Chief Audit Executive



AGENDA
OSU/A&M Board of Regents
Regular Board Meeting

March 5, 2021 – 10:00 a.m.

Council Room 412 Student Union
Oklahoma State University
Stillwater, Oklahoma

Notice of this meeting was filed with the Secretary of State on December 14, 2020. At the time this agenda is posted, detailed institutional agendas are available in the office of the Board of Regents.

I. BOARD OF REGENTS' BUSINESS

- A. Approval of Order of Business
- B. Approval of minutes for Regular Board Meeting held January 29, 2021
- C. Announcement of next Regular Board Meeting to be held on April 23, 2021 in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma.
- D. Recognition of Regent Douglas Burns

II. OKLAHOMA PANHANDLE STATE UNIVERSITY

- A. General Information/Reports Requiring No Action by the Board
 - 1. Remarks by President Tim Faltyn
 - 2. Panhandle Magazine
- B. Resolutions
 - 1. Request adoption of Memorial Resolution for Lukas Simmons
 - 2. Request adoption of Memorial Resolution for VaLois Ramon
 - 3. Request adoption of Memorial Resolution for Garrett Nokes
 - 4. Request adoption of Memorial Resolution for Dr. Paul David Driskill
- C. Policy and Operational Procedures
 - 1. Request approval to award a posthumous Honorary Associate of Science in Animal Science degree to Lukas Simmons

D. 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.

1. Request approval of personnel actions

E. Instructional Programs

None

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

None

G. Other Business and Financial Matters

1. Request approval to name the OPSU baseball field the "Carrol Gribble Field"

H. Contractual Agreements (other than construction and renovation)

1. Request approval to grant a utility easement to Western Gas Interstate
2. Request approval to enter into a contractual agreement with Instructure for the university learning management system

I. New Construction or Renovation of Facilities

None

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

None

K. Student Services/Activities

None

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. January 2021 Out-of-State Travel

III. NORTHEASTERN OKLAHOMA A&M COLLEGE

A. General Information/Reports Requiring No Action by the Board

1. Remarks by President Kyle Stafford
 - a. Highlights of NEO Update newsletter
 - b. Commencement Exercises 2021 scheduled for Thursday, May 6th at 7:00 p.m. at Robertson Field

B. Resolutions

None

C. Policy and Operational Procedures

None

D. 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.

1. Personnel items for informational purposes only

E. Instructional Programs

1. Request approval for program modifications in Allied Health, Nursing and Physical Education Department

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

None

G. Other Business and Financial Matters

None

H. Contractual Agreements (other than construction and renovation)

1. Request approval to extend previously competitively bid contract with Landmark Service Group to manage and operate custodial services and small construction jobs

I. New Construction or Renovation of Facilities

None

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

None

K. Student Services/Activities

None

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Notification of award from Oklahoma State Regents for Higher Education for the State Opioid Response Grant for \$50,000
2. Out-of-State travel summary for January 2021

IV. CONNORS STATE COLLEGE

A. General Information/Reports Requiring No Action by the Board

1. Remarks by President Ron Ramming

a. CSC Connection Publication

b. Enrollment

B. Resolutions

None

C. Policy and Operational Procedures

None

D. 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.

None

E. Instructional Programs

1. Request approval for course sharing agreement with Carl Albert State College and Eastern Oklahoma State College

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

None

G. Other Business and Financial Matters

None

H. Contractual Agreements (other than construction and renovation)

1. Request to ratify interim approval for an extension of the expired facilities maintenance and custodial services contract with C&W Services

I. New Construction or Renovation of Facilities

None

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

None

K. Student Services/Activities

None

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Out-of-state travel summary for January 2021

V. LANGSTON UNIVERSITY

A. General Information/Reports Requiring No Action by the Board

1. Remarks by President Smith

B. Resolutions

1. Request adoption of Memorial Resolution for Patricia Maker

C. Policy and Operational Procedures

None

D. 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.

1. Request approval for personnel actions and personnel items for informational purposes only
2. Request approval of the proposed position description for the Vice President for Operations

E. Instructional Programs

None

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

1. Request approval to accept grant funds

G. Other Business and Financial Matters

1. Request approval to initiate Campus Master Planning process

H. Contractual Agreements (other than construction and renovation)

None

I. New Construction or Renovation of Facilities

1. Request approval to replace countertops in Young Hall dormitory

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

1. Request approval to ratify interim approval to increase existing purchase order for ongoing COVID-19 testing on all Langston campuses

2. Request approval to ratify interim approval to engage in remediation efforts to address storm damage
- K. Student Services/Activities
 1. Request approval to modify Student Code of Conduct
- L. New Business Unforeseen at Time Agenda was Posted
- M. Other Informational Matters Not Requiring Action of the Board

None

VI. OKLAHOMA STATE UNIVERSITY

- A. General Information/Reports Requiring No Action by the Board
 1. Remarks by President Burns Hargis
- B. Resolutions
 1. Request adoption of Memorial Resolution for Russel L. Heiserman
- C. Policy and Operational Procedures
 1. Request approval of revisions to OSU Policy 3-0601, "Appropriate Use Policy"
- D. 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.

 1. Request approval of personnel actions and personnel items for informational purposes
- E. Instructional Programs
 1. Request approval of curricular changes including new degrees, program modifications, etc.
- F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

None
- G. Other Business and Financial Matters
 1. Request approval of actions required to finance a potential equipment project
 2. Request approval of Series 2021A and 2021B General Revenue Bond actions
 3. Request approval to execute a funding agreement with the City of Tulsa to construct a parking facility (OSU-CHS)

H. Contractual Agreements (other than construction and renovation)

None

I. New Construction or Renovation of Facilities

1. Request approval to begin the selection process for an architectural firm to assist with the design and construction of a parking facility (OSU-CHS)
2. Request approval to begin the selection process for a construction management firm to assist with the design and construction of a parking facility (OSU-CHS)

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

1. Request approval of sole source and special request items
2. Request approval of revolving and appropriated funds items

K. Student Services/Activities

None

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Naming agreements for interior spaces
2. Demolition of a campus structure

VII. PUBLIC COMMENTS

In accordance with Board Policy 1.17, time will be provided for individuals to appear before the Board in order to provide comments on issues directly affecting institutions governed by the Board.

None

VIII. COMMITTEE REPORTS

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

A. Academic Affairs, Policy and Personnel Committee

(All business discussed by this Committee was presented during the business of Connors State College, Langston University, and Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

1. Possible recommendation regarding new Board Policy 2.18, "Relationships with Affiliated Entities"
2. Possible recommendation regarding revisions to Board Policy 2.19, "Relationship with the OSU Foundation"

C. Fiscal Affairs and Plant Facilities Committee

(All business discussed by this Committee was presented during the business of Oklahoma State University.)

D. Planning and Budgets Committee

(All business discussed by this Committee was presented during the business of Langston University)

E. Oklahoma State University Presidential Search Committee

1. Report by Committee Chair Joe Hall

IX. OTHER BOARD OF REGENTS' BUSINESS

A. General Information/Reports Requiring No Action by the Board

None

B. Resolutions

None

C. Policy and Operational Procedures

None

D. 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.

None

E. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

None

F. Other Business Matters Requiring Action of the Board

G. Reports/Comments/Recommendations by Chief Executive Officer

H. Reports/Comments/Recommendations by General Counsel

I. Reports/Comments/Recommendations by Chief Audit Executive

J. New Business Unforeseen at Time Agenda was Posted

K. Other Informational Matters Not Requiring Action of the Board

None

L. Meeting adjournment

II. OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

President Tim Faltyn attended the meeting in-person and other members of the Oklahoma Panhandle State University (OPSU) administration joined the meeting via Zoom to present the business of OPSU and review the Agenda for members of the Board. (The OPSU Agenda is attached to this portion of the minutes).

President Faltyn began by saying that OPSU had three individuals in self-quarantine for COVID-19, but they have seen a decrease in positive cases since the vaccines had been released. Campus is not normal yet, but it is beginning to feel better.

President Faltyn highlighted various stories in the *Panhandle Magazine*.

B-1 Adoption of Memorial Resolution for Lukas Simmons

B-2 Adoption of Memorial Resolution for VaLois Ramon

B-3 Adoption of Memorial Resolution for Garrett Nokes

B-4 Adoption of Memorial Resolution for Dr. Paul David Driskill

Regent Hall moved and Regent Milner seconded to approve Section B, Items 1-4 as presented in the OPSU Agenda.

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

C-1 Approval to award a posthumous Honorary Associate of Science in Animal Science degree to Lukas Simmons

Regent Hall moved and Regent Arthur seconded to approve Item C-1 as presented in the OPSU Agenda.

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

D-1 Approval of personnel actions

President Faltyn noted OPSU hired an exceptional individual to be the Hispanic Students Services Coordinator.

Regent Milner moved and Regent Harrel seconded to approve Item D-1 as presented in the OPSU Agenda.

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

G-1 Approval to name the OPSU baseball field the “Carrol Gribble Field”

President Faltyn said Coach Carrol Gribble was a remarkable man. He said Coach Gribble was in the OPSU class of 1954 and was a former athlete who became the coach. This project meets all naming criteria and the money has been raised.

Regent Anthony moved and Regent Milner seconded to approve Item G-1 as presented in the OPSU Agenda.

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

H-1 Approval to grant a utility easement to Western Gas Interstate

President Faltyn said this item was brought forward at the January meeting but was tabled. Since then, Regent Burns was able to negotiate better terms for the University.

Regent Hall complimented Regent Burns and thanked him for his efforts on this easement.

H-2 Approval to enter into a contractual agreement with Instructure for the university learning management system

President Faltyn said this system is how students access online courses. He said Tye Stephens, Dean of Online College, did an exhaustive and comprehensive systematic review of the current system and its implementation across the OPSU campus.

Regent Hall moved and Regent Burns seconded to approve Section H, Items 1 & 2 as presented in the OPSU Agenda.

Regent Burns noted that the easement being approved was not the document in OPSU’s agenda; rather, the updated document was provided as a handout. He stated the handout also included an additional page of the survey plat listed in Exhibit A. (The handout is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Regent Anthony asked President Faltyn to give the Board more information on the learning management system listed in Item H-2.

President Faltyn said students will access the learning management system (LMS) through their student portals, and that is where faculty will put all online course materials such as syllabi, assignments, and videos. The LMS will provide students with the same platform no matter what kind of class they are taking. He said the consistency of the new system will make online learning easier for students.

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

President Faltyn recognized Regent Burns and his years of service. He said he has accomplished things and served people in ways that he would not have if it had not been for Regent Burns' encouragement.

The business of Oklahoma Panhandle State University being concluded, President Faltyn and members of the administration were excused from the meeting.

PIPELINE EASEMENT AND RIGHT OF WAY AGREEMENT

STATE OF OKLAHOMA §
 §
COUNTY OF TEXAS §

That the undersigned, hereinafter called GRANTOR(S) for and in consideration of the sum of TEN and NO/100 DOLLARS (\$10.00) cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby GRANTS and CONVEYS unto **Western Gas Interstate Company (WGI)**, whose mailing address is 211 North Colorado, Midland, Texas 79701, its successors and assigns (hereinafter referred to as "GRANTEE") a right-of-way and easement (hereinafter referred to as the "Right-of-Way") to construct, maintain, inspect, operate, replace, repair, protect, change or remove one pipeline for the transportation of natural gas and its related components, on, over, across and under the following described land.

Running along the east side of Section 36-T2N-R13E, Texas County, Oklahoma adjacent to Texas County Road Mile 24 right of way. See Exhibit "A" attached. Subject also to Exhibit "B", attached hereto.

The easement shall be fifty feet (50') in width during the period of initial construction. After initial construction has been completed, the easement shall revert to twenty-five feet (25') in width and which easement is on and across the above described lands.

GRANTOR shall not place any obstruction within the Right-of-Way which could interfere with the normal operation and maintenance of the pipeline.

GRANTEE shall bury all pipe a minimum of 48" and pay for any physical damage to fences or other structural improvements located outside the granted Right-of-Way, which are caused by construction, maintenance, operation, repairing, alteration, replacement or removal of the pipeline and appurtenant facilities.

GRANTOR may use and enjoy the Land; however, GRANTOR shall not exercise such use and enjoyment in any manner that impairs or interferes with the exercise by GRANTEE of rights herein granted.

This grant is a surface easement of servitude only, and does not cover or include any interest in the minerals in, on, and under the Land, and is subject to any and all existing leases and easements or servitudes covering the Land and recorded in the public records.

This grant covers all agreements between the parties concerning the Right-of-Way and no representation or statements, verbal or written, have been made modifying, adding to, or changing the terms of this agreement.

TO HAVE AND TO HOLD said Right-of-Way and rights associated therewith unto GRANTEE, its successors and assigns. The terms and conditions of this Agreement bind and inure to the benefit of the parties hereto, their heirs, executors, administrators, successors, assigns and representatives. All rights herein granted may be assigned in whole or in part.

EXECUTED as of and to be effective this the _____ day of _____, 2021.

GRANTOR:
OKLAHOMA PANHANDLE STATE UNIVERSITY

PRINTED NAME: _____

TITLE: _____

ACKNOWLEDGMENT

STATE OF TEXAS §

COUNTY OF _____ §

The foregoing instrument was acknowledged before me on the _____ day of _____, 2021, by
_____.

Notary Public in and for the State of Oklahoma



EXHIBIT “B”

To That Certain Right-of-Way and Easement between **WESTERN GAS INTERSTATE**
(hereafter “WGI”) and **OKLAHOMA PANHANDLE STATE UNIVERSITY (hereafter**
“OWNER”)

Dated _____.

The following provisions are part of this right-of-way and easement and if there be any conflict between these provisions and any of the foregoing provisions, then the following provisions shall apply and take precedence:

1. **This easement is granted solely for the construction of one pipeline not to exceed six (6) inches in nominal diameter** shown on the attached plat marked “Exhibit A” and incorporated as a part of the easement for the transportation of oil, gas and associated liquids only. During the initial construction period, the easement granted herein shall be 50 feet in width. Upon completion of construction the easement shall revert to 25 feet in width, being 12.5 feet on each side of the centerline as shown on “Exhibit A”.
2. WGI shall double ditch the excavation of the trench to install the pipeline, stockpiling the top twelve inches on one side of the trench and the bottom thirty six inches (36”) on the other side of the trench, and backfill such stockpiled soils into the trench at their original depths.
3. WGI shall bury all line pipe constructed on the premises to a depth of not less than 48 inches measured from the top of the pipe to the average level of the original ground on the two sides of the ditch in which the pipeline is laid. WGI will maintain the right-of-way against erosion and will back-fill sink whenever it should occur. If WGI fails to maintain the right-of-way as required by this clause, OWNER may do so at WGI’s risk and expense and WGI agrees to reimburse OWNER upon billing for the cost of such maintenance, upon adequate notification to WGI before any maintenance construction begins by OWNER.
4. WGI agrees that it will install no above ground appurtenance, except for pipeline markers, without additional compensation to Grantor by Grantee.
5. In the event trees are uprooted and/or cut or rocks larger than two inches (2”) in diameter are brought to the surface by the construction of said pipeline, WGI agrees to remove said trees and rocks from OWNER's property.
6. Grantor shall have the right to construct and maintain fences, roads, pipelines and electric lines over and across the easement area as Grantor may find necessary in operation of its business as long as it does not interfere with Grantee’s rights granted herein. In the event any fence is cut for installation, repair or removal of the pipeline, prior to cutting the fence WGI shall install H-braces into the fence on each side of the right-of-way to prevent the fence from losing tension or sagging when it is cut. Such H-braces shall be no less than four feet in width and shall be constructed with 4” welded steel posts having tops no less than four inches in diameter placed in concrete.
7. **RESTORATION OF SURFACE:** After installation of the pipeline on the pipeline right-of- way, WGI shall remove all pipe and other property placed on the surface of the premises by or for WGI, fill and level all ditches, ruts, and depressions caused by construction, remove all wood blocks, welding rods and debris resulting therefrom, remove all stakes and posts that WGI may have put into the ground, and generally restore the surface of the pipeline right-of-way as near to its original condition as may be possible, all within sixty (60) days after installation of such pipeline. Upon the abandonment or expiration of this grant for any cause, WGI shall remove all pipe buried on said property, as well as all other property placed on the premises by or for WGI, fill and level all ditches, ruts, and depressions caused by removal operations, remove all wood blocks, welding rods and debris resulting therefrom, remove all stakes and posts that WGI may have put into the ground, and generally restore the surface of the pipeline right-of-way as near to its original condition as may be possible, all within one hundred eighty (180) days after the abandonment or expiration of this Grant.
8. **DAMAGES:** WGI agrees to pay OWNER for all damages suffered by OWNER as a result of the construction, operation, maintenance and removal of the contemplated pipeline, including any damages to OWNER’s property and

livestock that may be adjacent to the premise. The initial payment for the grant of this right-of-way, together with the ordinary damages associated with the initial construction of the pipeline has been agreed upon between the parties and paid upon the execution hereof by WGI to OWNER.

9. INDEMNIFICATION OF OWNER: WGI agrees to indemnify OWNER against all claims, suits, costs, losses, and expenses that may in any manner result from or arise out of the laying, maintenance, renewal, repair, use or existence of the pipeline constructed pursuant to this instrument, including the breaking of such pipeline or the leaking of any substance therefrom; provided, however, WGI shall not be obligated to indemnify OWNER to the extent the claims, suits, costs, losses, and expenses arise out of the willful misconduct, intentional acts or illegal acts of OWNER. This covenant and indemnity agreement shall survive the termination, expiration and release of the right of way agreement, but only with respect to events occurring before such termination, expiration or release.

10. TERMINATION: The rights and privileges granted herein shall terminate if WGI fails to install the pipeline within one hundred eighty (180) days from the date hereof. The rights and privileges granted herein shall terminate if at any time WGI fails to maintain and operate the pipeline on the premises for a period of more than twenty-four (24) consecutive months. In the event of termination of this easement, WGI shall file a release within one hundred eighty (180) days of such termination and furnish OWNER a copy of same. Should WGI fail to remove any property within one hundred eighty (180) days the termination of this easement, at the option of the OWNER, ownership of said property shall revert to the OWNER.

11. The terms and conditions hereof shall be considered to be covenants running with the land and shall be binding upon transferees, successors and assigns of the parties hereto.



OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

March 5, 2021

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with the purchases to be coordinated through the Chief Procurement 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. Remarks by President Faltyn
2. Panhandle Magazine

B – RESOLUTIONS

1. Board approval is requested for the following memorial resolutions.
(Reference Document B-1)
 1. Lukas Simmons
 2. VaLois Ramon
 3. Garrett Nokes
 4. Dr. Paul David Driskill

C - POLICY AND OPERATIONAL PROCEDURES

1. Board approval is requested to award a Posthumous Honorary Associate of Science in Animal Science degree to Lukas Simmons. *(Reference Document C-1)*

D - PERSONNEL ACTIONS

1. Board approval is requested for personnel actions including appointments, changes in salary, changes in title or rate, personnel leaves, etc. *(Reference Document D-1)*

E - INSTRUCTIONAL PROGRAMS

None

F - BUDGETARY ACTIONS

None

G - OTHER BUSINESS AND FINANCIAL MATTERS

1. Board approval is requested to name the Oklahoma Panhandle State University baseball field the "Carrol Gribble Field." Carrol Gribble, OPSU Class of 1954, is a former athlete, and later, Head Baseball Coach and Dean of Students at OPSU. This proposal meets all of Oklahoma Panhandle State University's criteria for naming of facilities and will be reviewed by legal counsel. *(Reference Document G-1)*

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Board approval is requested to grant a utility easement to Western Gas Interstate. The easement allows Western Gas Interstate to construct, install and lay and thereafter use, operate, inspect, repair, maintain, replace and remove existing and future public utility line or lines for the benefit of the University and community.
The easement is located in an area more generally described as: East Boundary, Section 36, Oklahoma Township 2 North, Range 13 East in Texas County, Oklahoma. The easement document will be reviewed by Legal Counsel prior to its execution. The document will contain a detailed legal description of the area the easement covers.
(Reference Document H-1)
2. Board approval is requested to enter into a contractual agreement with Instructure for the university learning management system. The document has been reviewed by legal counsel.
(Reference Document H-2)

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

J - PURCHASE REQUESTS

None

K - STUDENT SERVICES/ACTIVITIES

None

L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED

None

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. January 2021 Out of State Travel *(Reference Document M-1)*



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Lukas Simmons, a student of Oklahoma Panhandle State University, was claimed by unexpected death on February 10, 2021.

WHEREAS, Lukas Simmons, by his loyalty, attention to duty, and faithful performance rendered service as a student and member of the Oklahoma Panhandle State University Livestock Judging Team from 2020 to 2021, and as a citizen worthy of commemoration and respect; and

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

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

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

BE IT RESOLVED, that a copy of this resolution be shared in the minutes of the Board and a copy sent to the family of Lukas Simmons.

Adopted by the Board the 5th day of March, 2021.

Dr. Tim Faltyn, President

Rick Davis, Chair



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that VaLois Ramon, Oklahoma Panhandle State University alumna and supporter, was claimed by death on February 6th, 2021.

WHEREAS, VaLois Ramon, by her loyalty, attention to duty, and faithful performance rendered service as an alumna and advocate to Oklahoma Panhandle State University from 1956 to the date of her death, and as a citizen worthy of commemoration and respect; and

WHEREAS, her friends and Oklahoma Panhandle State University have suffered irreparable loss in her 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 65 years of exemplary service rendered by VaLois Ramon to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's dedicated servants.

BE IT RESOLVED, that a copy of this resolution be shared in the minutes of the Board and a copy sent to the family of VaLois Ramon.

Adopted by the Board the 5th day of March, 2021.

Dr. Tim Faltyn, President

Rick Davis, Chair



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Garrett Nokes, Oklahoma Panhandle State University alumni and former Rodeo Team member, was claimed by death on February 14, 2021.

WHEREAS, Garrett Nokes, by his loyalty, attention to duty, and faithful performance rendered service as an alumni to Oklahoma Panhandle State University from 1998 to the date of his death, and as a citizen worthy of commemoration and respect; and

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

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

THAT it takes this method to express its appreciation for the 23 years of exemplary service rendered by Garrett Nokes to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's dedicated servants.

BE IT RESOLVED, that a copy of this resolution be shared in the minutes of the Board and a copy sent to the family of Garrett Nokes.

Adopted by the Board the 5th day of March, 2021.

Dr. Tim Faltyn, President

Rick Davis, Chair



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Dr. Paul David Driskill, Emeritus Professor of Education was claimed by death on December 5th, 2020.

WHEREAS, Dr. Paul David Driskill, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma Panhandle State University from 1976 to 1993, and as a citizen worthy of commemoration and respect; and

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

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

THAT it takes this method to express its appreciation for the 17 years of exemplary service rendered by Dr. Paul David Driskill to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's faculty members.

BE IT RESOLVED, that a copy of this resolution be shared in the minutes of the Board and a copy sent to the family of Dr. Paul David Driskill.

Adopted by the Board the 5th day of March, 2021.

Dr. Tim Faltyn, President

Rick Davis, Chair



OKLAHOMA PANHANDLE STATE UNIVERSITY

OFFICE OF ACADEMIC AND STUDENT AFFAIRS

P.O. Box 430 • Goodwell, OK 73939 • 580.349.1400

February 23, 2021

Memorandum

To: Dr. Tim Faltyn
President

From: Dr. Julie Dinger
Provost

Subject: *Request to Award Posthumous Degree*

The family of Lukas Simmons have requested that OPSU consider the late Mr. Simmons for conferral of his degree. Mr. Simmons was a major in Agriculture at OPSU when he tragically lost his life on February 10, 2021.

OPSU Registrar, Ms. Jade Houtz, confirmed that Mr. Simmons had successfully completed 46 hours of coursework toward completion of an Associate of Science in Agriculture. At the time of his death he was enrolled in 15 credit hours.

Ms. Shawna Tucker, Dean of the College of Agriculture, Science, and Nursing, Dr. Jared Bates, Associate Dean of the College of Agriculture, Science, and Nursing, and Ms. Sydney Wilkinson, Assistant Professor of Animal Science approved this request and support awarding Mr. Simmons a posthumous degree.

This request is in accordance with the *OSRHE Policy 3.14.7, Posthumous Degrees*, which provides the institution the ability to confer posthumous degrees in recognition of incomplete earned work that represents substantial progress toward degree completion. "Such degrees shall generally be unearned, nonacademic degrees recognizing the meritorious but incomplete earned work of a deceased student, generally a student who was deceases in the last semester of work."

I concur with the recommendation of academic leadership and respectfully ask that you forward this request to grant a posthumous degree to Mr. Lukas Simmons to the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges for consideration at their March 5, 2021 meeting.

Attachments

CC: Shawna Tucker
Jared Bates
Sydney Wilkinson
Jade Houtz

New Appointment

Name	Title	Type	Effective Date	Salary	Contract Term
Allen, Valentina	Director of Hispanic Student Center	New Appointment	1/18/2021	\$46,919	12 months

Change in Appointment

Name	Title	Type	Effective Date	Salary	Contract Term
Mora, Teresa	Director of Upward Bound	Change in Appointment	1/18/2021	\$55,500	12 months
Woods, Sarah	Interim Director of Admissions	Change in Appointment	2/9/2021	\$18,750	5 months

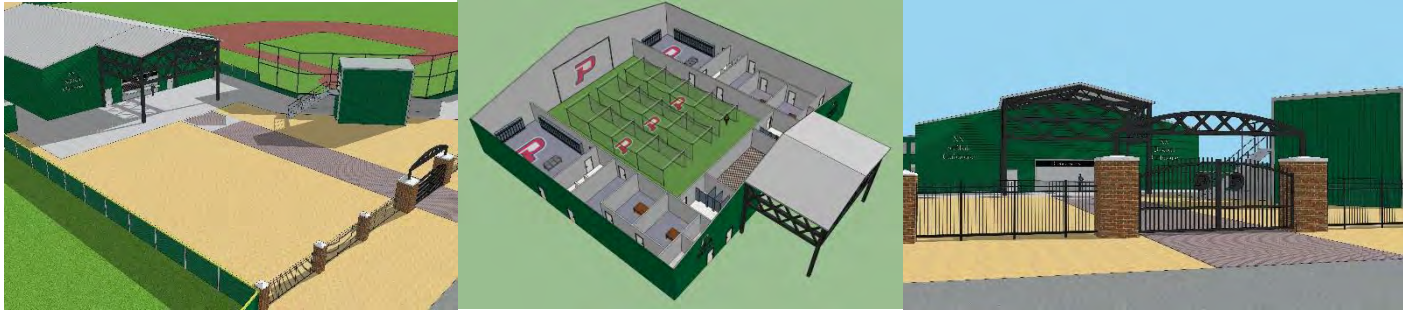
Retirement or Separation – For Information Only

Name	Title	Type	Effective Date
Varghese, Steebo	Director of Admissions	Employee Separation	2/8/2021
Houtz, Jade	Registrar	Employee Separation	3/31/2021



BASEBALL/SOFTBALL COMPLEX

OKLAHOMA PANHANDLE STATE UNIVERSITY



Project Phases

Phase 1

- Finish Dugouts
- Backstop Netting
- Cage Nets

Phase 2

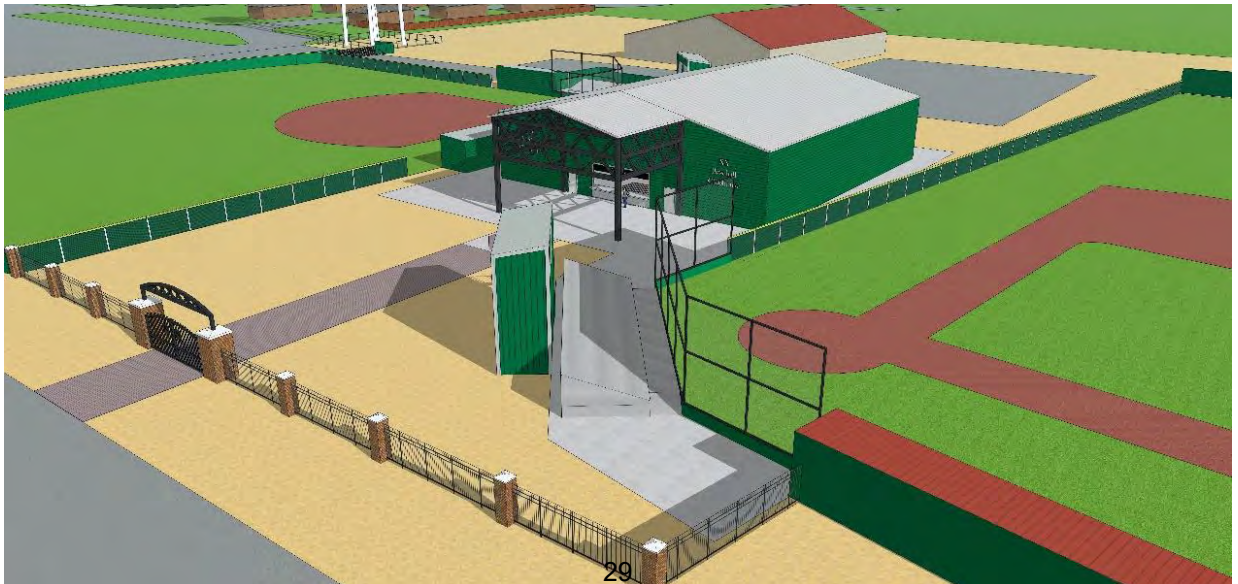
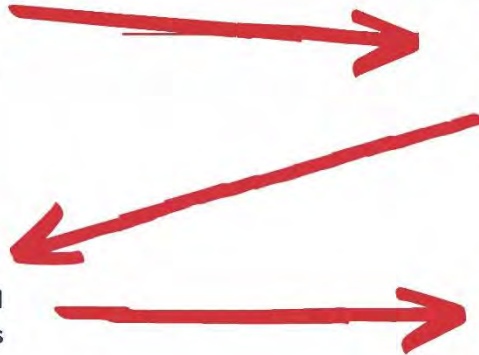
- Complex Between the 2 Fields

Phase 3

- Turf on Baseball & Softball Fields

Phase 4

- Stadium Lights



PIPELINE EASEMENT AND RIGHT OF WAY AGREEMENT

STATE OF OKLAHOMA §
COUNTY OF TEXAS §

That the undersigned, hereinafter called GRANTOR(S) for and in consideration of the sum of TEN and NO/100 DOLLARS (\$10.00) cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby GRANTS and CONVEYS unto Western Gas Interstate, Co. whose mailing address is 211 North Colorado, Midland, Texas 79701, its successors and assigns (hereinafter referred to as "GRANTEE") a right-of-way and easement (hereinafter referred to as the "Right-of-Way") to construct, maintain, inspect, operate, replace, repair, protect, change or remove one pipeline for the transportation of natural gas and its related components, on, over, across and under the following described land.

Running along the east side of section 36-T2N-R13E adjacent to Texas county road mile 24 right of way. See exhibit "A" attached

The easement shall be fifty feet (50') in width during the period of initial construction. After initial construction has been completed, the easement shall revert to twenty (25') in width and which easement is on and across the above described lands.

The GRANTEE will have all rights and benefits necessary or convenient for the full enjoyment or use of the rights granted, including without limitation: the free right of ingress and egress over and across those lands to and from the Right-of-Way; the right to use roads and over and across those lands; and the right from time to time to cut trees and under growth and remove other obstructions that may injure, endanger or interfere with the use of the pipeline. GRANTOR shall not place any obstruction within the Right-of-Way which could interfere with the normal operation and maintenance of the pipeline. This grant shall apply to any interest presently owned or hereafter acquired by GRANTOR in the Land.

GRANTEE shall bury all pipe a minimum of 48" and pay for any physical damage to fences or other structural improvements located outside the granted Right-of-Way, which are caused by construction, maintenance, operation, repairing, alteration, replacement or removal of the pipeline and appurtenant facilities.

GRANTOR may use and enjoy the Land; however, GRANTOR shall not exercise such use and enjoyment in any manner that impairs or interferes with the exercise by GRANTEE of rights herein granted.

This grant is a surface easement of servitude only, and does not cover or include any interest in the minerals in, on, and under the Land, and is subject to any and all existing leases and easements or servitudes covering the Land and recorded in the public records.

This grant covers all agreements between the parties concerning the Right-of-Way and no representation or statements, verbal or written, have been made modifying, adding to, or changing the terms of this agreement.

TO HAVE AND TO HOLD said Right-of-Way and rights associated therewith unto GRANTEE, its successors and assigns. The terms and conditions of this Agreement bind and inure to the benefit of the parties hereto, their heirs, executors, administrators, successors, assigns and representatives. All rights herein granted may be assigned in whole or in part.

EXECUTED as of and to be effective this the ____ day of _____, 2021,

GRANTOR: _____

ACKNOWLEDGMENT

STATE OF _____ §
COUNTY OF _____ §

The foregoing instrument was acknowledged before me on the ____ day of _____, 2021, by _____,

Notary Public in and for the State of _____
My Commission expires: _____

EXHIBIT "A"

WESTERN GAS INTERSTATE COMPANY



LEGEND

- Section Corner
- POC Point of Commencement
- POB Point of Beginning

Not to Scale

LEGAL DESCRIPTION

A parcel of land located in the East half of Section 36, Township 2 North, Range 13 East of Cimarron Meridian, Texas County, Oklahoma, more particularly described as follows:

Commencing at the Southeast corner of said Section, thence N87°48'05" W along the South line of said Quarter a distance of 33.00 feet to the Point of Beginning of parcel to be described;
 -thence continuing N87°48'05" W along said South line a distance of 25.00 feet;
 -thence N02°05'28"E a distance of 5292.84 feet to a point on the North line of said Section;
 -thence S87°45'52"E along said North line a distance of 25.00 feet;
 -thence S02°05'28"W a distance of 5292.82 to the Point of Beginning.

Said parcel contains 3.04 acres, more or less, and is subject to easements, reservations and restrictions of record.

Property Owner:
 PAMC
 %Dr. Ron Meck

E2
 S36-T2N-R13ECM

Southwest Corner
 S36-T2N-R13ECM

N87°48'05"W 5286.06'

Northeast Corner
 S36-T2N-R13ECM

S87°45'52"E

25.00'

N02°05'28"E 5292.84'

3.04 Acres ±

S02°05'28"W 5292.82'

S02°05'28"W 5292.80'

POC

Southeast Corner
 S36-T2N-R13ECM

25.00'

33.00'

POB



Thad C. Reynolds, L.S. #1853 Date: 1-21-2021

EARLES ENGINEERING & INSPECTION, INC.

211 N. Kansas Ave., Liberal, KS 67901
 (620)626-8912

PROJECT NO.
 21-608a

DRAWN BY
 JR

PAGE
 1 of 1

EASEMENT
 A parcel in the E2 of
 S36-T2N-R13ECM
 Texas Co., Oklahoma



Western Gas Interstate Easement



■ Land Owned by the Board of Regents for the Oklahoma Agricultural & Mechanical Colleges.

■ Proposed Western Gas Interstate Easement



Services Order Form

Order #: Q-106739-1
 Date: 2020-11-03
 Offer Valid Through: 2020-11-30

6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Order Form For Oklahoma Panhandle State University

Address: 323 Eagle Ave.
 City: Goodwell
 State/Province: Oklahoma
 Zip/Postal Code: 73939
 Country: United States

Order Information

Billing Frequency: Annual Upfront
 Payment Terms: Net 30

Billing Contact

Name: _____
 Email: _____
 Phone: _____

Primary Contact

Name: Tye Stephens
 Email: tye.stephens@opsu.edu
 Phone: +1 580-349-2611

Billing Frequency Term:

Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

Year 1						
Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	2021-07-01	2022-06-30	FTE	1,064	USD 16.92	USD 18,002.88
24x7 Support	2021-07-01	2022-06-30	20% of Subscription (Minimums Apply)	1	USD 3,600.58	USD 3,600.58
Tier 1 Support	2021-07-01	2022-06-30	FTE	1	USD 2,500.00	USD 2,500.00
Recurring Sub-Total						USD 24,103.46
Canvas Enhanced Implementation			Per Implementation	1	USD 13,000.00	USD 13,000.00
Canvas - Tier 1 Support Setup			One Time Fee	1	USD 500.00	USD 500.00
Migration Hourly Consulting			Per Hour	90	USD 75.00	USD 6,750.00
Canvas Custom Training			Per Hour	6	USD 450.00	USD 2,700.00
Non-Recurring Sub-Total						USD 22,950.00
Year 1 Total						USD 47,053.46

Year 2						
Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	2022-07-01	2023-06-30	FTE	1,064	USD 17.43	USD 18,545.52
24x7 Support	2022-07-01	2023-06-30	20% of Subscription (Minimums Apply)	1	USD 3,709.10	USD 3,709.10
Tier 1 Support	2022-07-01	2023-06-30	FTE	1	USD 2,500.00	USD 2,500.00
Recurring Sub-Total						USD 24,754.62
Year 2 Total						USD 24,754.62
Grand Total:						USD 71,808.08

Deliverable	Description	Expiration
Canvas Cloud Subscription	FTE Metric is measured by the number of full-time equivalent students in accordance with the definition published by the Integrated Postsecondary Education Data System.	N/A
24x7 Support	24x7 support per year (20% of subscription - minimums apply)	N/A
Tier 1 Support	Tier 1 Support per user (minimums apply)	N/A
Canvas Training Subscription for 1 Year - 20 Users	Access to unlimited instructor-led online training for up to 20 named Canvas subscription users from Effective Date until the earlier of 12 months after subscription start date or the last date of the contracted subscription.	12 Months
Enhanced Additional Implementation	Access to guides, public courses, and best practices documentation. Documented best practices for driving high Canvas adoption and usage.	12 Months
Data Provisioning for Canvas Instance	Your Implementation Consultant (IC) will provide expertise and best practices regarding data provisioning for your Canvas instance. This includes consultation for manual UI management, SIS imports, and any available SIS integrations, including grade pass back. Access to relevant Community guides and API documentation will be provided.	12 Months
Weekly Project Management	Implementation Consultant to take a remote project management role by providing a customized project plan, assigning resources to tasks, identifying critical path, and scheduling regular project check-in calls with client staff. Customized project plan to complete all tasks in ten to twelve weeks. May extend to a total of 24 weeks as necessary to accommodate institutional needs and resource availability. Internal marketing to drive adoption.	12 Months
Instructional Design: Ready Made Template	Select One Pre-Built Template from our suite of designs. Templates are built with a variety of audience needs in mind. Instructions are included to modify design elements as needed.	12 Months
Course Migration	Migration of up to 1,000 courses from currently supported formats*. For content that is not supported, Instructure will provide best practices on how to migrate into Canvas, if available. The following content packages are supported for bulk import into Canvas: Angel, Blackboard 6/7/8/9, Blackboard Vista/CE, WebCT 6+ Course, Common Cartridge 1.0/1.1/1.2/1.3 Package, D2L, Moodle 1.9/2.x .zip file	12 Months
Canvas - Tier 1 Support Setup	One-time fee for Tier 1 Support	N/A
Migration Hourly Consulting	Connect with the Migration team for consultation work regarding content migration needs.	12 Months
Canvas Custom Training	1 Hour of remote webinar training. Customized agenda developed based on client specific needs.	12 Months

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

Metric	Description
FTE	FTE Metric is measured by the number of full-time equivalent students in accordance with the definition published by the Integrated Postsecondary Education Data System.

Product	Description
Canvas Cloud Subscription	Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/Seat) multimedia storage. Additional multimedia storage can be purchased for USD \$1.00 per 1GB per year.

Duration: The Services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related Services prior to the first year Start Date at its sole discretion.

Miscellaneous: Instructure’s support terms are available as follows:
 Canvas & Catalog: <https://www.canvaslms.com/policies/support-terms>
 Portfolium: <https://portfolium.com/support-terms>
 MasteryConnect: <https://www.masteryconnect.com/support/>

As part of our commitment to provide the most innovative and trusted products in the industry, at times we must increase our renewal rates to cover additional expenses associated with advancing our products. If you have concerns with any increases, please reach out to your account representative.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form? Please Enter (Yes or No): _____ If yes, please enter PO Number: _____	Check here if your company is exempt from US state sales /S tax : _____ <i>Please email all US state sales tax exemption certifications to ar@instructure.com</i>

By executing this Order Form, each party agrees to be legally bound by this Order Form and the applicable terms and conditions.

Oklahoma Panhandle State University

Instructure, Inc.

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Jan-21
MONTH

FUND SOURCE	FY21		FY20		FY21		FY20	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	1	70.00	3	\$ 1,384.10	6	\$ 978.07	37	\$ 16,187.42
FEDERAL					1	\$ 346.50		
PRIVATE								
AUXILIARY	0	-	5	\$ 3,429.58	1	68.75	34	\$ 16,212.66
OTHER								
TOTAL	1	70.00	8	\$ 4,813.68	8	\$ 1,393.32	71	\$ 32,400.08

III. NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

President Kyle Stafford came before the Board to present the business of Northeastern Oklahoma A&M College (NEO) and review the Agenda for members of the Board. (The NEO Agenda is attached to this portion of the minutes.)

President Stafford said campus life is hectic with 14 teams competing during the spring semester. He said the second 8-week enrollment improved and closed the gap on student credit hours, which were down to approximately 4.6 percent with headcount down to 1 percent.

President Stafford highlighted various stories of interest from the *NEO Update*. He spoke of Junior-Senior day and the effort to get more students on the NEO campus.

President Stafford said NEO's commencement exercises will be on May 6th at 7:00 p.m., with an inclement weather plan to move it to Friday if needed. He said the ceremony will have to be outdoors since NEO simply does not have the facilities to host indoors while meeting social distancing requirements.

President Stafford expressed appreciation to Regent Burns for his service and said it has positively impacted the NEO campus. He thanked Regent Burns for all he has done for him and for his support of the work being done on campus.

D-1 Personnel items for informational purposes only

President Stafford noted the retirement of Debbie Morgan who has worked 17 years at NEO as the Director of Nursing. The administration plans to have the Interim Director of Nursing in place as NEO rolls into an accreditation year.

E-1 Approval for program modifications in Allied Health, Nursing and Physical Education Department

President Stafford said upon approval these changes will be forwarded to the Oklahoma State Regents for Higher Education (OSRHE) and appropriate accrediting bodies for their approval. He said the main change is the reduction of credit hours in the PTA program from 70 to 69 hours.

Regent Harrel moved and Regent Anthony seconded to approve Item E-1 as presented in the NEO Agenda.

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

H-1 Approval to extend previously competitively bid contract with Landmark Service Group to manage and operate custodial services and small construction jobs

President Stafford said NEO is asking to extend this contract for one year. Funding from the contract will come from E&G and auxiliary funds.

Regent Milner moved and Regent Burns seconded to approve Item H-1 as presented in the NEO Agenda.

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

President Stafford commented that former Regent Link was chairman of the Board when he joined and expressed appreciation for his service. He said former Regent Link and the Board have demonstrated a real family environment.

The business of Northeastern Oklahoma A&M College being concluded, President Stafford was excused from the meeting.



NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

March 5, 2021

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 Chief Procurement 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. President Dr. Kyle Stafford Remarks
 - a. Highlights of NEO Update newsletter
 - b. Commencement Exercises 2021 is scheduled for Thursday, May 6th at 7:00 p.m. at Robertson Field.

B – RESOLUTIONS- None

C - POLICY AND OPERATIONAL PROCEDURES- None

D - PERSONNEL ACTIONS-

1. Personnel actions not requiring action by the Board including new hires, resignations, terminations, suspensions, retirements, etc., provided for informational purposes only. (Reference Document D-1).

E - INSTRUCTIONAL PROGRAMS-

1. Board authorization is requested for program modifications in Allied Health, Nursing and Physical Education Department. Upon approval NEO will submit the curricular changes to the Oklahoma State Regents for Higher Education for approval and to the appropriate specialized accrediting body in accordance with the accrediting body's requirements. An Executive Summary outlining the program modifications is attached to this agenda as Reference Document E-1.

F - BUDGETARY ACTIONS- None

G - OTHER BUSINESS AND FINANCIAL MATTERS- None

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

1. Board authorization is requested to extend the previously competitively bid contract with Landmark Service Group to manage and operate custodial services, and small construction jobs. The original contract will end June 30, 2021. The service and quality are such that NEO is requesting approval to continue for an additional one-year term. The one-year extension will maintain the original terms of the existing contract. Funding for contract is from the E&G and Auxiliary budgets. Note: Custodial COVID cleaning was added to the original contract in September 2020.

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None**J - PURCHASE REQUESTS -None****K - STUDENT SERVICES/ACTIVITIES- None****L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED- None****M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. NEO has received award notification from Oklahoma State Regents for Higher Education for the State Opioid Response grant in amount of \$50,000.
2. Out-of-state travel summary for January 2021. (Reference Document M-2).

Reference Document D-1

Name	Action	Title	Effective Date	Salary/Rate
Elisa White	Resignation	Online Instructional Designer	1/29/2021	\$43,775.00 annually
Hollie Snyder	Additional	Bursar/HR Generalist	2/1/2021	\$46,000.00 annually
Cheryl Moudy	Transfer	Controller	2/1/2021	\$45,000.00 annually
Haleigh Davis	Employ	Administrative Assistant Recruitment	2/4/2021	\$22,360.00 annually
Kalli Crippen	Resignation	Assistant Registrar	2/6/2021	\$27,980.00 annually
Shani Snell	Transfer	Support Resources Coordinator	3/1/2021	\$36,000.00 annually
Debbie Morgan	Retirement	Director of Nursing	6/30/2021	\$77,337.60 annually
Kathleen Norman	Interim	Director of Nursing	7/1/2021	\$65,160.00 annually

**NORTHEASTERN OKLAHOMA A&M COLLEGE
EXECUTIVE SUMMARY
PROGRAM AND COURSE CHANGES**

Northeastern Oklahoma A&M (NEO) College requests approval of the following curricular changes. Upon approval, NEO College will submit the curricular change requests to the Oklahoma State Regents for Higher Education for approval and to the appropriate specialized accrediting body in accordance with the accrediting body's requirements.

Allied Health, Nursing and Physical Education Department

Physical Therapist Assistant – Associate in Applied Science

Modification of Program Plan of Study and Course Offerings

Prerequisite change from PHYS 1025 Physical Science for PT to PHYS 1024 Introduction to Physics. Overall program credit hours change to 69 from 70. PHYS 1024 will satisfy current requirements to enter PHTA program.

Additional Changes

The following change will be presented to the Oklahoma State Regents for Higher Education for informational purposes.

a. Course Deletion

PHYS 1025 Physical Science for PT will no longer be needed for Physical Therapist Assistant program students as this will be replaced by PHYS 1024. The course is only taken by PHTA students.

b. Course Addition

PHYS 1024 - Introduction to Physics will provide the physical science needed for PTA program as well as a transferrable Physical Science course for students who seek to transfer and pursue a bachelor's Degree. This course is already on the Course Equivalency Program matrix.

c. Course Modifications

BIOL 2114 Anatomy and Physiology - The following change is proposed to revise the prerequisite for Anatomy and Physiology. Delete current prerequisites, add: 1 lab science course or by instructor permission.

Due to changes in PHTA curriculum with approval of modifying the PHTA technical aspect of the program, course descriptions needed to be updated to reflect what content is taught in each class.

PHTA 2473 Selected Topics in PT

Course Description change: Study and/or analysis of selected topics in physical therapy, including cardiovascular and pulmonary diseases, obstetrics, lymphatics, burn care, wound care, osteoarthritis, and rheumatoid arthritis along with treatment

interventions. Explores aquatic physical therapy, and standard precautions & aseptic technique, and common acute care and ICU equipment.

PHTA 2343 Physical Therapy Procedures II

Course Description Change: Theory physiology and application of heat, cold, light water, electricity, mechanical compression/distraction in therapeutic treatment, measurement of joint range of motion (goniometry) and manual muscle testing.

Reference Document M-2

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

Jan-21

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

Fund Source	No. Trips (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	0	\$0.00	0	\$0.00	0	\$0.00	0	0
State Approp. (290)	0	\$0.00	0	\$0.00	0	\$0.00	29	\$16,499.79
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	2	\$1,294.09
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	0	\$0.00	2	\$292.70	1	\$464.00	25	\$10,374.69
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total	0	\$0.00	2	\$292.70	1	\$464.00	56	\$28,168.57

IV. CONNORS STATE COLLEGE, WARNER, OKLAHOMA

President Ron Ramming came before the Board to present the business of Connors State College (CSC) and review the Agenda for members of the Board. (The CSC Agenda is attached to this portion of the minutes).

President Ramming said the number of COVID positive cases at CSC continues to decline and they are making plans to have as many face-to-face classes in the fall as possible.

President Ramming highlighted various stories of interest from the *Connors Connection*. He spoke of the cover story regarding the celebration of Black History Month and the Presidents Leadership Class (PLC) involvement in the project. He noted that Chair Davis and Board CEO Jason Ramsey recently spoke to the PLC group. Chair Davis thanked President Ramming for the invitation and said he and Mr. Ramsey enjoyed it.

President Ramming said an endowed scholarship was created by the American Farmers and Ranchers and CSC was able to match the scholarship with some of those funds.

President Ramming said since the last meeting the CSC Livestock Judging Team won three more contests. Chair Davis echoed Regent Harrel's comments from the last meeting and said that number of wins does not happen that often. President Ramming said the coaches are doing an incredible job with the students and they have a talented group of sophomores with the freshmen coming along right behind them.

President Ramming said CSC is still down in credit hours by just under 8 percent, but there is still some second 8-week enrollment coming in. The final enrollment could change that percentage, but he is not sure by how much. From a budget standpoint, CSC is already at 106 percent of tuition and fees charged but has not collected all of it.

President Ramming said the OSRHE Systems Innovation Committee has had two workshops since his last report. The sheer number of partnerships that exist among all of the institutions in the pilot project will be staggering.

President Ramming said Regent Burns was chairman of the Board when he was hired and thanked him for everything he has done for CSC and its students. He said the College has benefitted greatly from Regent Burns' time, energy, and wisdom. He noted the amount of time it takes away to serve on the Board and thanked Regent Burns' wife, Nikki, for her sacrifice as well.

Lastly, President Ramming said the Higher Learning Commission's (HLC) comprehensive visit will be on Monday, March 8th.

E-1 Approval for course sharing agreement with Carl Albert State College and Eastern Oklahoma State College

President Ramming said this is an opportunity for the three institutions to extend their faculty and offer courses in areas that none of them have the critical mass to do alone. President Ramming said last year CSC and Carl Albert exchanged teaching services for two different classes and it went well. That led to conversations with the other two institutional presidents, which ultimately led to this agreement. He said after more discussion the Systems Innovation Committee was very excited about this opportunity.

Regent Milner thanked President Ramming and said she thinks this is the way of the future. She said the Academic Affairs, Policy and Personnel (AAPP) Committee met on Wednesday, March 3, 2021 regarding a request to approve a course sharing agreement with Carl Albert State College and Eastern Oklahoma State College. This will expand access and opportunity for students at each of these institutions. The Committee acted to recommend Board approval of the administration's request.

Regent Milner moved and Regent Anthony seconded to approve Item E-1 as presented in the CSC Agenda.

Regent Anthony said he appreciates President Ramming and is proud of him for the collaboration. He agreed with Regent Milner that this is something the Board has encouraged and that there will be more in the future to maximize resources. This will provide students more opportunity, more selection, and still maintain or reduce the cost to them.

Chair Davis mentioned that the two other presidents gave President Ramming recognition for being the driving force behind the collaboration during the workshop Chair Davis attended. He said President Ramming deserved the recognition for his work on this agreement.

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

H-1 Ratification of interim approval for an extension of the expired facilities maintenance and custodial services contract with C&W Services

President Ramming said the current contract ends June 2021, and with this extension it will end in June 2022. He said they have a comfort level with the services in regard to extra sanitization due to COVID-19 and they wish to continue with this provider.

Regent Burns moved and Regent Milner seconded to approve Item H-1 as presented in the CSC Agenda.

Chair Davis asked Steve Stephens, General Counsel, if the Office of Legal Counsel had reviewed this extension. Mr. Stephens said that Brandee Hancock, Associate General Counsel, reviewed it.

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

The business of Connors State College being concluded, President Ramming was excused from the meeting.



Connors State College

Warner, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

March 5, 2021

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 Chief Procurement 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. President Dr. Ron Ramming Remarks
 - a. Connection
 - b. Enrollment

B – RESOLUTIONS- None

C - POLICY AND OPERATIONAL PROCEDURES- None

D - PERSONNEL ACTIONS- None

E - INSTRUCTIONAL PROGRAMS

1. Board of approval is requested for the course sharing agreement with Carl Albert State College, and Eastern Oklahoma State College. (Reference E-1)

F - BUDGETARY ACTIONS- None

G - OTHER BUSINESS AND FINANCIAL MATTERS- None

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Board approval is requested for ratification of the interim approval for an extension of the expired Facilities Maintenance and Custodial services contract with C&W services. The current extension ends June 2021. The requested extension would end June 2022. (Reference Document H-1)

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None

J - PURCHASE REQUESTS- None

K - STUDENT SERVICES/ACTIVITIES- None

L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED- None

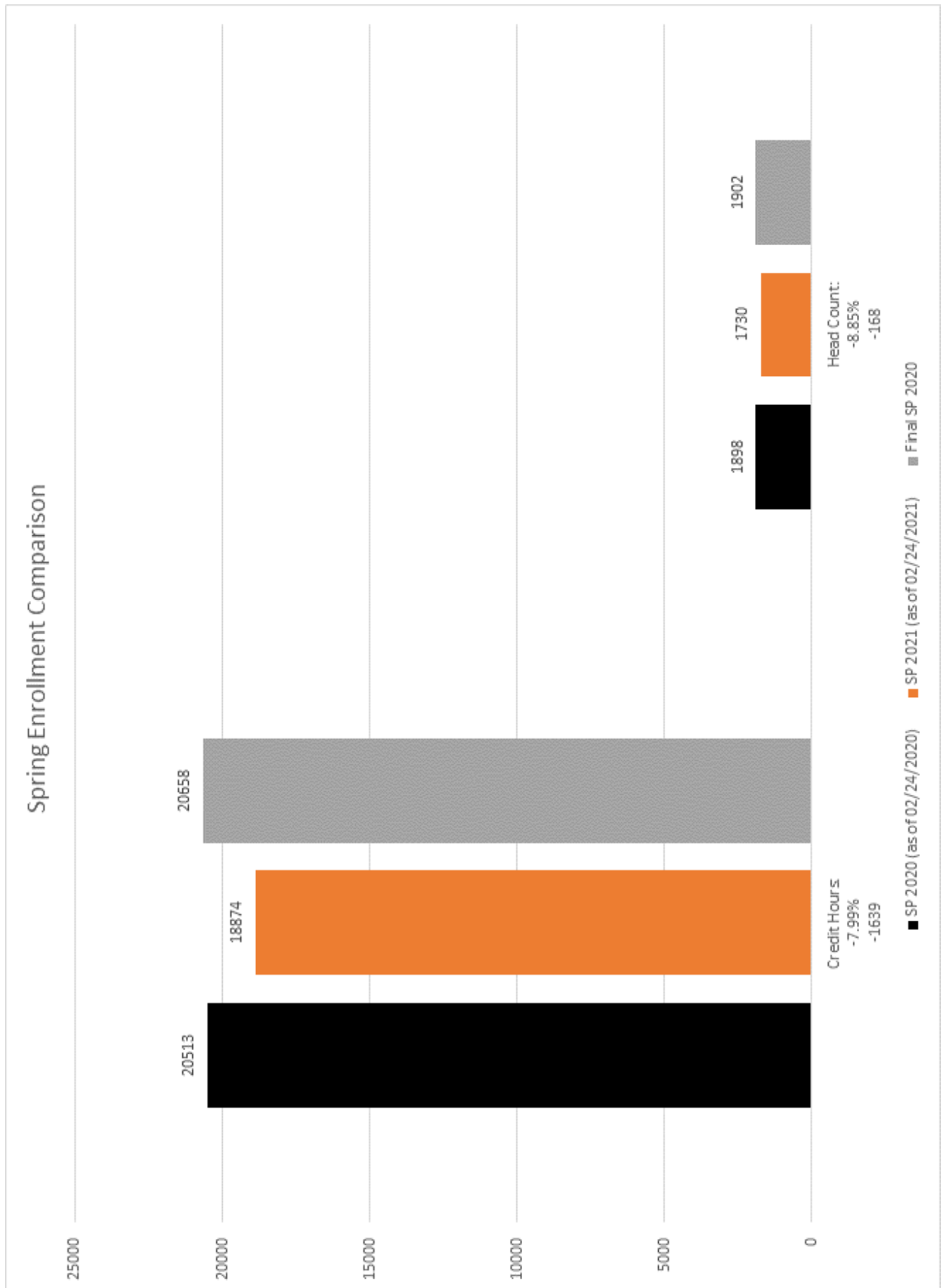
M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. Out-of-State Travel summaries for January 2021

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'RR', with a large, sweeping underline that extends to the right.

Dr. Ronald S. Ramming
President



CACE AGREEMENT**BETWEEN
CARL ALBERT STATE COLLEGE
AND
CONNORS STATE COLLEGE
AND
EASTERN OKLAHOMA STATE COLLEGE**

PURPOSE: CACE is a consortium of rural two-year colleges of Southeastern Oklahoma (Eastern Oklahoma State College, Connors State College and Carl Albert State College). The purpose of this Agreement is to outline a program through which **Carl Albert State College, Connors State College, and Eastern Oklahoma State College** will provide their rural students expanded access and opportunities in higher education. The CACE colleges wish to offer a wider variety of general education and major courses so that their graduates will be able to contribute more effectively to regional economic growth and will have expanded access to courses.

CONTRACT

PERIOD: The term of this contract is from Fall 2021 through termination as set forth herein.

FACILITIES: Classes will be conducted in facilities provided by **CARL ALBERT STATE COLLEGE, CONNORS STATE COLLEGE** and **EASTERN OKLAHOMA STATE COLLEGE**.

BOOKS &

SUPPLIES: Materials for the classes identified will be provided by the institution of enrollment. Any other priced materials used will be by mutual agreement between the CACE colleges.

EQUIPMENT: **CARL ALBERT STATE COLLEGE, CONNORS STATE COLLEGE** and **EASTERN OKLAHOMA STATE COLLEGE** will provide ZOOM capability and any other equipment necessary for students enrolled in their respective courses.

PARTICIPANT

RECORDS: **CARL ALBERT STATE COLLEGE, CONNORS STATE COLLEGE,** and **EASTERN OKLAHOMA STATE COLLEGE** will secure approval for release of information from each participant in the program and will provide appropriate reports on individual participation.

EXPENSE/

REVENUE: Receiving College provides administration (advises and enrolls students, collects tuition, and fees, and grants financial aid.), facilities, advertising, etc. Sending College provides the instruction. Receiving site gets the tuition, fees, and regular

FTE from the students it enrolls at their site. Sending college receives the tuition, fees, and regular FTE from the students enrolled at their college.

COURSES

TAUGHT: CACE Colleges will determine courses to be sent and received between the institutions on a yearly basis. An equal number of courses will be taught and received for each institution.

NONDISCRIMINATION

POLICY: **Carl Albert State College** does not discriminate on the basis of race, color, national origin, gender, age, marital or veteran status, or qualified disability. **Connors State College** does not discriminate on the basis of race, color, national origin, gender, age, marital or veteran status, or qualified disability. **Eastern Oklahoma State College** does not discriminate on the basis of race, color, national origin, gender, age, marital or veteran status, or qualified disability.

Term, Termination and Review: This Agreement shall be effective for three (3) years unless earlier terminated as set forth herein. The Agreement may be terminated by any party, with or without cause, upon sixty (60) days' written notice to the other parties. However, all students who currently may be enrolled in course at the time of termination will be allowed to complete the course.

Independent Contractor: The parties agree that their relationship is at all times that of independent contractors, and not that of an employee, partner, agent, or joint venturer.

Assignment. No party may assign or delegate this Agreement or any interest herein or responsibility hereunder without prior written consent of the other parties.

Amendments. Any additional responsibilities, obligations or duties undertaken by any party in connection with the performance of this Agreement shall be detailed in writing, must be signed by authorized representatives of all parties, and attached as an addendum to this Agreement.

Compliance with Applicable Law. All parties hereto agree to abide by all applicable local, state and federal laws, including but not limited to the Family Educational Rights and Privacy Act.

SIGNATURES:

Jay Faulkner, Ed.D Date
President
Carl Albert State College

Ronald Ramming, Ph.D Date
President
Connors State College

Janet Wansick, Ed.D Date
President
Eastern Oklahoma State College

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

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

CONNORS STATE COLLEGE

College/University from which Request for Interim Approval Originated

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



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

C&W is currently performing additional required cleaning and sanitizing as a result of the ongoing COVID-19 Pandemic in addition to their regular custodial and facilities maintenance contractual duties. We contend that interrupting the flow of this work in the unlikely event that the contract changes hands during an untimely bid event would cause harm to the mission of Connors State College. We respectfully request continuation of this contract until a pause in this Pandemic is reached.



- (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.)



- (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):

Requesting Board approval to extend for the 2nd year of an expired five year contract. Current extension ends June 2021. The requested extension would end June 2022.

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 829,055.16

4. Identify the fund or funds to be used in covering the cost stated above. E&G + CARES

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

2.8.21
Date

**DO NOT COMPLETE FIELDS BELOW.
FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER ONLY.**

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:



Jason Ramsey 02/09/2021 14:39 CST
Signature of the Chief Executive Officer or
his designated representative

Date

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF JANUARY 31, 2021

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	0	0.00	1	1,914.19	5	4,744.29
FEDERAL	0	0.00	0	0.00	0	0.00	11	32,255.89
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	0	\$ -	0	\$ -	1	\$ 1,914.19	16	\$ 37,000.18

V. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

President Kent Smith came before the Board to present the business of Langston University (LU) and review the Agenda for members of the Board. (The LU Agenda is attached to this portion of the minutes).

President Smith said during his first week as president of LU he asked about the Board members and two Board members, former Regent Link and Regent Burns, were mentioned. He was told if he got anything past Regent Burns for approval with no questions, then he would know he had done his job. He said Regent Burns has been a great support system. President Smith said Regent Burns had a way to calm amongst the craziness of events and thanked him for being a good man. He said as an African American man representing the only Historically Black College and University (HBCU) in the State, most people do not get what it is like to be different and to have to fit in with everyone else – but as a Board member and as a man, Regent Burns gets it. President Smith said Regent Burns has made a tremendous difference to LU and he appreciates him for all he has done.

President Smith said the Sooner Athletic Conference is one of the most difficult conferences in which to compete and the LU women's basketball team went all the way to the finals to play against the number two team in the country. LU advanced to the national tournament and will play in Park City, Kansas, on Friday, March 12th. He said they had one of the top scoring players in the country averaging 27.8 points per game who was just named the National Association of Intercollegiate Athletics (NAIA) player of the week and who is now one of three national finalists for HBCU player of the year. President Smith, the LU Director of Athletics, and the LU Softball Coach came up with the Red Dirt Softball Classic concept a few years ago to get HBCU teams to play nationally where they would not typically play. It has been so successful that there are now non-HBCU teams playing in the tournament. He said he is excited for LU to host this event.

President Smith said he is pleased with the status of the campus regarding COVID-19. He said students who live on campus are required to be tested for COVID-19 and they just completed the fourth round of testing for the spring semester. There are no positive cases after testing over 1,300 students that live on campus. There is one faculty member who is in quarantine.

B-1 Adoption of Memorial Resolution for Patricia Maker

Regent Hall moved and Regent Harrel seconded to approve Item B-1 as presented in the LU Agenda.

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

D-1 Approval of personnel actions

President Smith announced a correction to the actions listed. He said Mrs. Leonelle Thompson is listed incorrectly on the reference document with a 9-month contract at \$50,000 annually; her contract will be on a 12-month basis at \$75,000. (The correct information has been noted on the attached LU agenda.)

Regent Burns moved and Regent Anthony seconded to approve Item D-1 as presented in the LU Agenda.

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

D-2 Approval of the proposed position description for the Vice President for Operations

Regent Milner said the AAPP Committee met with the LU administration regarding a request for approval of the proposed position description for the Vice President for Operations and the Committee acted to recommend Board approval of the administration's request.

Regent Milner moved and Regent Burns seconded to approve Item D-2 as presented in the LU Agenda.

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

F-1 Approval to accept grant funds

President Smith said these grant funds will be from the State of Oklahoma and will total a little over \$138,000.

Regent Harrel moved and Regent Milner seconded to approve Item F-1 as presented in the LU Agenda.

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

G-1 Approval to initiate Campus Master Planning process

President Smith said this project is to not only help the University in the present but also the future with the hope it will aid in planning for the next 10-20 years on campus.

Regent Hall said the Planning and Budgets (P&B) Committee met with the LU administration on Wednesday, March 3, 2021 regarding a request to initiate the Campus Master Planning process. The planned costs for this project are expected to be between \$300,000 to \$400,000. The Committee acted to recommend Board approval of the administration's request to select Studio Architecture, with support from PGAV Architects, as the architect for this process.

Regent Hall moved and Regent Anthony seconded to select Studio Architecture with support from PGAV Architects for this process as presented in Item G-1 of the LU Agenda.

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

I-1 Approval to replace countertops in Young Hall dormitory

President Smith said Young Hall had been closed for 10-15 years, but because of increased enrollment it has been reopened. Approximately \$2 million has been put into its renovation and this request will be the next step by replacing the countertops in all of the student rooms.

Regent Milner moved and Regent Harrel seconded to approve Item I-1 as presented in the LU Agenda.

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

J-1 Ratification of interim approval to increase existing purchase order for ongoing COVID-19 testing on all Langston campuses

President Smith said this request was with the vendor Total Wellness to administer COVID-19 testing. This increase in testing is due to the increased travel of athletic teams. All athletic team members are being tested three times a week to ensure a safe student environment.

J-2 Ratification of interim approval to engage in remediation efforts to address storm damage

President Smith said this is for the expected cost to engage an approved vendor through the A&M System to complete the remediation efforts because of the recent sub-freezing temperatures. He said there was close to half a million dollars in damage on campus due to old pipes.

Regent Milner moved and Regent Anthony seconded to approve Section J, Items 1 & 2 as presented in the LU Agenda.

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

K-1 Approval to modify Student Code of Conduct

President Smith said the Office of Legal Counsel has reviewed this document. (The modified LU Student Code of Conduct is on file in the Board of Regents' Office as Doc. No. 1-3-5-21.)

Regent Hall moved and Regent Anthony seconded to approve Item K-1 as presented in the LU Agenda.

Regent Anthony asked if students have the right to have someone with them during a conduct hearing such as an attorney or family member. President Smith said students are already allowed to have someone with them, and the proposed changes relate to the number of persons on the Judicial Committee because there has been difficulty finding enough committee members with such a limited staff. The other changes are related to Title IX and new laws.

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

The business of Langston University being concluded, President Kent Smith was excused from the meeting.



LANGSTON UNIVERSITY

Langston, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for the Oklahoma A&M Colleges

March 5, 2021

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 Chief Procurement Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

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

Remarks by President Smith

B – RESOLUTIONS

Memorial Resolutions

1. Mrs. Patricia Maker (*Reference Document B-1*)

C - POLICY AND OPERATIONAL PROCEDURES

None

D - PERSONNEL ACTIONS

1. Board approval is requested for personnel actions including appointments, reappointments, changes in salary, changes in title or rate, personnel leaves, etc. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirements, etc. are provided for informational purposes only. (*Reference Document D-1*)
2. Board approval is requested for the Vice President for Operations proposed position description. (*Reference Document D-2*)

E - INSTRUCTIONAL PROGRAMS

None

F - BUDGETARY ACTIONS

1. Request to accept grant funds. (*Reference Document F-1*)

G - OTHER BUSINESS AND FINANCIAL MATTERS

1. Request to initiate Campus Master Planning process. *(Reference Document G-1)*

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

None

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

1. Request to replace countertops in Young Hall dormitory. *(Reference Document I-1).*

J - PURCHASE REQUESTS

Board approval is requested for the following purchase items. All purchases will comply with Board of Regents for Oklahoma and Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.

1. Ratification of interim approval to increase existing purchase order for ongoing COVID-19 testing on all Langston campuses. *(Reference Document J-1)*
2. Ratification of interim approval to engage in remediation efforts to address storm damage. The estimated cost of this expenditure has increased and is reflected in the ratification request. *(Reference Document J-2)*

K - STUDENT SERVICES/ACTIVITIES

1. Approval to modify Student Code of Conduct *(Reference Document K-1)*

L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED

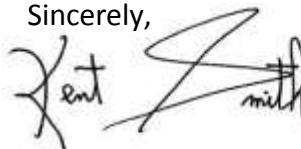
None

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

None

All items listed above are respectfully submitted for your approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Kent Smith", with a stylized flourish at the end.

KENT J. SMITH, JR.
PRESIDENT

BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

RESOLUTION

WHEREAS, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mrs. Patricia Maker was claimed by death on Saturday, December 26, 2020; and

WHEREAS, Mrs. Maker, by her loyalty, attention to duty, and faithful performance rendered service as a faculty member of Langston University for nearly 20 years, serving as Assistant Professor, Department of English, School of Arts and Sciences; and

WHEREAS, her friends and Langston University have suffered an irreparable loss in her 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 nearly 20 years of exemplary service rendered by Mrs. Patricia Maker to Langston University, the State of Oklahoma and its citizens, to express respect to her 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 retired faculty members.

BE IT FURTHER RESOLVED, that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Mrs. Patricia Maker.

Adopted by the Board the 5th day of March 2021.

Regent Rick Davis, Chairman

Jason Ramsey, Chief Executive Officer

D – PERSONNEL ACTIONS

Personnel actions pertaining to appointments, reappointments, changes in salary, changes in title or rate, personnel leaves, etc.

1. Board approval is requested for the following personnel actions:

Name	Action	Effective Date	Salary/Rate
Dr. Alonzo Peterson	Change of Title from Acting Dean, School of Arts and Sciences to Dean, School of Arts and Sciences	03/01/2021	\$118,524.00 annually (12-month basis)
Theresa Powell	Change of Title and Salary from Chief of Staff to Acting Vice President for Operations	03/01/2021	\$125,000.00 annually (12-month basis)
Leonelle Thompson	Change of Title from Director, Career Services to Director, Career and Professional Development	03/01/2021	\$50,000.00 annually (9-month basis) CORRECTION- \$75,000 on a 12-month basis (corrections were noted during meeting)
Cynthia Buckley	Change of Salary for Additional Duties with No Change in Title	07/01/2020	\$97,744 annually (12-month basis)

2. The following personnel items are listed for informational purposes only:

Name	Title	Type	Effective Date	Service Time
Pamela Curtis	Instructor of Nursing	Resignation	01/22/2021	08/10/2020-01/22/2021
Lewis Robinson	Instructor of Health Administration	Resignation	01/31/2021	08/12/2019-01/31/2021
Brooke Baker	Instructor of Nursing	Resignation	01/31/2021	11/01/2019-01/31/2021
Carl Collins	Instructor of Music/Assistant Band Director	Resignation	1/14/2021	07/01/2019-1/14/2021

D – PERSONNEL ACTIONS

2. Board approval is requested for the Vice President for Operations proposed position description.

The Vice President for Operations serves within the Office of the President as principal advisor and primary strategic liaison to the President, handling a wide range of matters of institutional importance on behalf of the President, overseeing all operations on behalf of the Office of the President to include management of staff, departmental budgets, policy development, and daily operational procedure. The Vice President for Operations reports directly to the President, is a member of the Administrative Council, and participates in the development of institutional policies, partnering with the senior leadership team of the University to realize institutional efficiencies, drive best practices, and foster an inclusive and service-focused environment.

Duties and responsibilities include, but are not limited to:

- Serves as principal advisor and primary strategic liaison to the President; supports the President in managing a wide range of institutional and public affairs issues; directly handles matters of institutional importance on behalf of the President, as appropriate.
- Leads institution-wide and cross-functional projects, convening inter-departmental teams on behalf of the President to support institutional goals and problem resolution.
- Functions as a liaison for internal and external constituencies and ensures clear and consistent communications for the University.
- Coordinates and integrates the activities of the senior leadership team in support of the President and in the development and implementation of institutional goals.
- Coordinates special projects on behalf of the President, frequently involving senior officers of the University.
- Develops and recommends policies and procedures as directed by the President supporting institutional policies and procedures in consultation with the President and senior leadership, and in alignment with all applicable governing board policies; researches policies and recommends advantageous modifications therein as well as trends which might negatively impact the institution in the future.
- Serves as primary leader in planning, prioritizing, and executing structural changes throughout the University as well as developing and implementing initiatives and objectives related to effective functioning of the institution and supporting continual institutional improvement in consultation with the President and senior leadership team.
- Serves as primary liaison to the Oklahoma A&M Board of Regents on matters not directly handled by the President; handles supportive activities and matters of institutional significance for the Board on behalf of the President, as appropriate.
- Serves as primary liaison to supportive units within the Oklahoma A&M System including but not limited to the Office of Legal Counsel and Office of Internal Audit
- Serves as primary liaison for capital project management in consultation with OSU Long Range Facilities Planning.
- Serves as the President's primary liaison with University, government, and/or community leadership on strategic and operational matters pertaining to the specific area of institutional interest.

- Advises the President and senior leadership on best ways to position the institution with civic and business leadership and regional elected representatives on issues that have a direct, strategic impact on the core initiatives.
- Interacts with senior University, industry, government, and community officials and stakeholders in the representation and development of strategic program initiatives.
- Provides overall supervision to a number of units and administrative departments to ensure they are functioning effectively and efficiently, and in accordance with University policy and procedures; directly supervises the areas of Enrollment Management, Public Relations, Risk Management, and Facilities Management, as well as direct management of the Office of the President.
- Serves as primary liaison to campus partners such as the Lion Print Shop to ensure effective operations.
- Participates in financial matters including budgeting as directed by the President.
- Participates in human resources activities and personnel matters as directed by the President.
- Prepares and/or contributes to the preparation of reports, briefings, presentations, and responses on institutional and strategic issues, as appropriate.
- Performs miscellaneous job-related duties as assigned in support of the University's mission and vision.

Minimum Qualifications:

- Master's degree from a regionally-accredited university.
- Seven (7) years of related higher education experience at the level of a senior operating officer or other senior executive.
- Extensive knowledge and understanding of all aspects of higher education administration, including academic and administrative operations.
- Demonstrated ability to provide leadership and a commitment to working in an inclusive, diverse, and fully participative organizational culture.
- Demonstrated ability to communicate effectively with faculty, students, families, administrative and professional staff, as well as with representatives of governing boards, alumni, and members of the University community broadly.
- Excellent written and oral communication skills.

Successful candidates will have a demonstrated willingness and ability to act ethically and in a socially responsible manner.

The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Langston University is an Equal Opportunity/Affirmative Action Employer

F – BUDGETARY ACTIONS

1. Board approval is requested for Langston University to accept CARES Act Subaward from the State of Oklahoma for \$138,398.86. The funds will be used to offset Institutional costs related to the COVID-19 Pandemic including additional Sanitizing, PPE, and social distancing implements.

G – OTHER BUSINESS AND FINANCIAL MATTERS

Approval to select an on-call Architect to assist the University with a Master Plan

DESCRIPTION

Board Approval is requested to select an architectural firm to assist the University with a master plan of the Langston campus.

FUNDING

The planned costs for this project are expected to be in the range of \$300,000 - \$400,000 which will be from legally available funds.

JUSTIFICATION

The Langston campus has recently undergone a facilities conditions assessment and has received grants to improve some of its existing structures. The campus is poised to consider future developments as well as long term impacts on utilities, landscape, and transportation infrastructure.

Studio Architecture, with support from PGAV Architects, a national firm that specializes in campus masterplans, has been selected through the competitive selection process for other master planning processes in the A&M System, namely the OSU-Stillwater DASNR Masterplan and the OSU-Tulsa Library Masterplan. The DASNR masterplan is similar to this project in that it provided recommendations for reutilization of existing space and evaluating possible building sites for future additions to the campus. The team of Studio Architecture with PGAV are currently serving well on the Agricultural Biotechnology Center on the LU campus. They have become familiar with the campus infrastructure and resources as a result. Studio Architecture currently provides on-call architectural services to the A&M System.

This project is coordinated by President Smith and Theresa Powell, Langston University, as well as Mike Buchert and Jana Phillips, Long Range Facilities Planning.



February 22, 2021

Dr. Kent Smith
 President
 Langston University
 701 Sammy Davis Jr. Drive
 Langston, Oklahoma 73050

Re: Master Plan Fee Proposal

Dear President Smith,

STUDIOARCHITECTURE (STUDIO) is pleased to submit our proposal to develop a Comprehensive Master Plan for the campus of Langston University (LU). We view this effort as an exciting first step in shaping the direction of LU's future and are looking forward to assisting the community in developing that vision. It is our understanding based on your conversations with University Architect Jana Phillips that the master plan will be a high level study focused on making recommendations for a more pedestrian friendly campus, developing design standards, addressing campus wayfinding, and identifying sites for future buildings to address potential areas of growth. The development of this Master Plan will consist of the three base tasks outlined below.

TASK 1 – Project Identification, and Goalsetting

1.1 Kick-Off Meeting

STUDIO will meet with the LU appointed Masterplan Committee to outline the Master Planning process, discuss their views and perspectives of the universities current growth, and to discuss specific issues that will need to be addressed by the Master Plan.

1.2 Project Identification

STUDIO and the LU Masterplan Committee will identify a “wish list” of projects for LU to be included in the Master Plan. We will also work with the group to develop goals and objectives.

TASK 2 – Develop Conceptual Options

2.1 Existing Conditions Analysis

STUDIO will prepare a high-level inventory of the university and its context. This will include using the ISES report to identify buildings that may have met its useful life, critical conditions affecting development (utilities, geographic conditions, etc..), parking supply, and other related issues.

2.2 Visioning

In coordination with the Masterplan Committee, **STUDIO** will translate the goals and objectives identified in Task 1 into a tangible “vision” for Langston University that includes future land use, identification of building sites, streetscape improvements, circulation concepts, gateway treatments, signage and façade concepts, along with other important elements as needed.

2.3 Planning Workshop

STUDIO and the Masterplan Committee will apply the vision for development potential of Langston University. The team will also be brainstorming potential locations

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www.studioarc.com

for projects. These projects will be key to the overall concepts for developing a vibrant, destination campus.

- PGAV participate in up to (3) visioning / goal setting work sessions with the Langston Leadership team. PGAV will provide input on campus planning, pedestrian flow, wayfinding and the identification of sites, and potential configurations for new buildings. PGAV will work collaboratively with Studio to develop and review alternative planning scenarios and will provide master planning input in the form of preliminary sketches, reviews of preliminary work prepared by Studio, and research as appropriate to illustrate key planning concepts in the form of images from previous projects or benchmark research.

TASK 3 – Draft Final Master Plan

3.1 Develop Draft Master Plan

Based on an assimilation of feedback received from University staff and the Masterplan Committee in previous tasks, **STUDIO** will develop a draft Master Plan. This draft will be distributed to the Committee for review and feedback.

3.2 Peer Review

PGAV will provide peer review of draft master plan drawings and documentation prepared by Studio and provide markups for suggested refinements and revisions.

3.3 Finalize Master Plan

Based on the input from the Masterplan Committee, Staff, and Students. **STUDIO** will create a final Master Plan document that will be highly illustrative in nature and typically include the following:

- Vision and Goals
- Setting guiding principles and standards
- Associated master plan drawings
 - Future development sites
 - Pedestrian circulation
 - Parking and vehicular circulation
 - Phasing and implementation
- 3D images, diagrams, and photographic imagery

3.4 STUDIO will conduct a final presentation of the Master Plan to the University for adoption.

The base fee for these services will be a fixed fee of \$75,500, to be billed monthly using the percent complete method. Reimbursable expenses such as printing, priority mail, and travel will be billed separately at 1.1 times the cost.

It is also our understanding that there are potential additional services that may be beneficial for the future development of Langston University. Below is a developed list of additional service tasks that are outside the base fee and can be performed independently.

ADD SERVICE I – Building Conditions and Utilization Assessments (\$18,000 hourly to not exceed)

- PGAV will be available to assist with high level assessment of existing building utilization and suitability for reconfiguration/renovation for 21C uses. Evaluations would focus on assessment and suitability of building size, envelope, structural system, floor to floor

height, and location to support alternative proposed uses (class/lab/student services). Evaluations may include review of existing building(s) to assess compliance with national standards for space per student in classroom and lab environments. PGAV would prepare “test fit diagrams” illustrating how proposed uses might be configured within selected existing buildings. PGAV would rely on the University’s ISES reports or information provided by an MEPFP engineering consultant for assessment of building systems and recommendations.

ADD SERVICE 2 – Preliminary Space Programming (\$18,000 hourly not to exceed)

- PGAV will be available to assist with the preparation of preliminary space program requirements for selected administrative, teaching, research, extension, or student service programs that might arise during the master planning process. PGAV will lead and facilitate workshops with Studio and Langston leadership/stakeholders to develop and refine program data. Space programs will be prepared in tabular format documenting recommended space allocations by function and occupancy. Preliminary programming may also include the preparation of ROM construction and total project cost estimates for new building construction and/or renovation to assist with University project prioritization and capital planning.

ADD SERVICE 3 – Campus Landscape Standards (\$33,600 fixed fee)

- Photo Reconnaissance - HFSD shall visit the Langston University Campus to photograph existing exterior conditions of campus open spaces, buildings, landscaping, entryways, etc.
- Written Narrative of Existing Conditions - HFSD will develop a written narrative describing existing exterior conditions.
- Prepare a Written Narrative for Proposed Campus Landscape Standards – HFSD will develop a written narrative for proposed Campus Landscape Standards including:
- Campus Entries, Perimeter & Internal Roadway Treatments/Streetscaping, Typical Building areas, Plazas/Parklets/Common area spaces, Pedestrian Circulation Recommendations, and a Materials Palette.
- Prepare Graphics & Photo Images for Proposed Campus Landscape Standards – HFSD will prepare sketches, graphics, plan views, and photo image examples for proposed Campus Landscape Standards including:
- Campus Entries, Perimeter & Internal Roadway Treatments/Streetscaping, Typical Building areas, Plazas/Parklets/Common area spaces, Pedestrian Circulation Recommendations, and a Materials Palette.
- Provide Campus Planning Assistance to SA: HFSD will assist SA with broad brushed site planning of general Campus Landscape Improvements (i.e. Conceptual Streetscape Enhancements, and Primary Campus Common Areas).
- Attend Project Meetings: HFSD shall attend project meetings as determined by SA (up to 6 meetings).
- Assemble a Final Document of proposed Campus Landscape Standards: HFSD shall consolidate the information generated from TASKS 1-6 listed above into one, cohesive document (8.5” x 11” format, w/11” x 17” foldouts as necessary).

ADD SERVICE 4 – Utility Infrastructure Masterplan (\$44,400 fixed fee)

- Assist with the meeting with the LU appointed Masterplan Committee to outline the Master Planning process, discuss their views and perspectives of the university's current growth, and to discuss specific issues that will need to be addressed by the Master Plan;
- Assist Studio and the LU Masterplan Committee to identify a "wish list" of utility improvements to support the Master Plan. field verified system inventories and condition assessment of existing systems;
- Prepare a high-level condition assessment of the university utilities (steam, potable water, electric, natural gas, and sanitary sewer) and a high level capacity analysis of the systems;
- Assessment will include discussions with subject matter experts, review of existing drawings and reports, as well as physical inspection and evaluation of plants, substations, city connection, and for each system a typical building connection;
- Capacity analysis will be limited to a comparison of metered utility data to estimated system capacity, this analysis includes square footage energy consumption determination which will be developed to determine the capacity requirement for future growth;
- Evaluate the technical feasibility of decentralizing the steam system by installing stand-alone boilers in the five buildings served by the existing plant and demolishing the plant to allow for repurposing of the existing site;
- Evaluate the technical feasibility of removal of the existing, abandoned -in-place water tower to allow for repurposing of the existing site;
- Work collaboratively with Studio to develop and review utility impacts to alternative planning scenarios, provide master planning input as needed to support preliminary sketches, and research as appropriate to illustrate key planning concepts in the form of images from previous projects or benchmark research;
- Contribute to the development of a draft Master Plan. This contribution will be limited to the utility section and assisting Studio with utility references throughout the Master Plan;
- Assist in finalizing the Master Plan; and
- Assist in the final presentation of the Master Plan to the University for adoption.

STUDIOARCHITECTURE understands how important this project is to Langston University and we look forward to working with you. We encourage you to call with any questions, or if further clarification is needed.

Respectfully,

STUDIOARCHITECTURE



Joshua Hill, AIA
Principal

I – NEW CONSTRUCTION OR RENOVATION OF FACILITIES

1. Approval is respectfully requested for Langston University to solicit public bids and process a purchase order to the selected vendor to replace all countertops within the Young Hall Dormitory on the Langston Campus. The existing countertops cannot be maintained further. Langston University will work closely with the Office of Central Procurement on this project. Funding for the expenditure is available in account 326100.

J – PURCHASE REQUESTS

1. We request ratification for our interim approval to increase our existing purchase order with Total Wellness Corporate Health to support ongoing testing, reporting, and contact tracing needs for the Langston University community until the RFP process to select a wellness partner for the purposes of testing, reporting, contact tracing, and vaccination administration is concluded. The estimated increase to our existing purchase order is \$200,000.00, bringing the total amount with Total Wellness to \$274,000.00. This expenditure will be funded through legally available funds.

J – PURCHASE REQUESTS

1. We request ratification for our interim approval to engage with the appropriate providers through A&M system contracts, namely Belfor and Blackmon Mooring, in the remediation and restoration of facilities affected by infrastructure failures and water intrusions due to the recent winter storm and extreme temperatures. The original estimate for remediation of spaces across the Langston and Tulsa campuses was \$250,000.00; however, as temperatures warmed additional findings have caused the cost to increase. At this time, the cost to remediate spaces affected by water intrusion is estimated at as much as \$500,000.00. Inspections are ongoing and could result in additional costs based upon the need for further remediation. The University intends to file a claim with our insurance carrier, making the expected final out-of-pocket deductible cost \$50,000.00. Funding for these expenditures will come from legally available funds.

VI. OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

President Burns Hargis came before the Board and other members of the Oklahoma State University (OSU) administration joined the meeting via Zoom to present the business of OSU and review the Agenda for members of the Board. (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 2-3-5-21.)

Chair Davis mentioned that two OSU Student Government Association (SGA) representatives were in attendance at the meeting.

Regent Hall introduced Jaden Kasitz noting she is from Wichita, Kansas, and is a senior double majoring in Mathematics and Mechanical Engineering. He said she is the president of the SGA and tutors with the LASSO Center. Regent Hall also noted that Ms. Kasitz is a student representative on the OSU Presidential Search Committee, along with the SGA Vice President, Luke Muller. He said they do a great job representing their constituents along with OSU students Jada Lusk and Maegan Berg.

Chair Davis introduced Daniel Hoelting, who he noted is the SGA's current Board of Regents representative. He encouraged the Regents to meet with them when able.

Ms. Kasitz thanked them for the introduction and thanked Regent Anthony for inviting her. She said the SGA appreciates all the hard work and countless hours the Regents provide to the University.

President Hargis said he served on the Board for five years with Regent Burns and in many ways he feels he owes his job to Regent Burns, as he is the one who encouraged him to pursue the position. Regent Burns then went on to chair the search committee that hired him. President Hargis said Regent Burns has put in a ton of work behind the scenes for the Board and for OSU. He said there has been a phenomenal amount of time dedicated by Regent Burns to help OSU pro bono regarding legal matters. President Hargis thanked Regent Burns and said he wishes him the best.

Regent Burns expressed appreciation to his wife Nickie for her sacrifice and time shared with the Board.

B-1 Adoption of Memorial Resolution for Russel L. Heiserman

(A copy of the Memorial Resolution is identified as ATTACHMENT A and attached to this portion of the minutes.)

Regent Anthony moved and Regent Milner seconded to approve Item B-1 as presented in the OSU Agenda.

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

C-1 Approval of revisions to OSU Policy #3-0601, “Appropriate Use Policy”

Regent Milner said the AAPP Committee met with the OSU administration regarding approval of revisions to Policy #3-0601 relating to Information Technology and the Committee acted to recommend Board approval of the administration’s request.

Regent Milner moved and Regent Burns seconded to approve Item C-1 as presented in the OSU Agenda.

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

Provost and Senior Vice President Gary Sandefur presented the following items pertaining to Policy and Operational Procedures and Academic Affairs:

D-1 Approval of personnel actions and personnel items for informational purposes

Provost Sandefur said this listing includes five new faculty appointments, including Dr. Jon Pedersen as the Inaugural Dean of the College of Education and Human Sciences. There are also two changes in appointment, including the appointment of Chad Weiberg as Vice President for Athletic Programs and Director; two sabbatical requests; and three retirements.

Regent Anthony moved and Regent Hall seconded to approve Item D-1 as presented in the OSU Agenda.

Chair Davis extended his thanks and congratulations to outgoing Vice President Mike Holder as he makes his transition to retirement.

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

President Hargis thanked Provost Sandefur for his service as Provost at OSU; his last day on campus will be March 31st. He said Provost Sandefur’s accomplishments are allegiant.

Chair Davis thanked President Hargis for noting Provost Sandefur’s retirement and said the Board is grateful for his service.

Provost Sandefur thanked President Hargis for hiring him and said he has enjoyed his time at OSU. He said he has been happy to do something useful for his home state the last seven years.

E-1 Approval of curricular changes including new degrees, program modifications, etc.

Provost Sandefur said these requests were submitted by the Stillwater, Okmulgee, and the Center for Health Sciences campuses. He brought attention to four programs in the College of Arts and

Sciences identified for delivery on the OSU-Tulsa campus. Interim approval was requested and received on February 22nd to facilitate early transmittal of these four programs to the OSRHE office.

Regent Milner said the AAPP Committee met with the OSU administration regarding the new programs and degree modifications, which include three new programs at OSU-Stillwater, one new associates program at OSUIT, and the ability to deliver four additional degree programs at OSU-Tulsa. The Committee acted to recommend Board approval of this item.

Regent Milner moved and Regent Burns seconded to approve Item E-1 as presented in the OSU Agenda.

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

Senior Vice President Joe Weaver presented the following items pertaining to Administration and Finance:

Mr. Weaver said OSU currently only has two residential life students quarantined and OSU Health Services has vaccinated over 5,000 people. He said they have been administering 1,000 vaccines every Friday and will continue as long as they can get the doses. Payne County Health Department has performed over 50,000 vaccinations, and it is his belief that between the number of people who have already had the virus and those who have been vaccinated they are on the path to get the infection rate under control. Two weeks ago, the infection rate was more than 15 cases per 100,000 and it has now dropped to 10 cases per 100,000. He suspects it will soon drop even further. Mr. Weaver said they appreciate Stillwater Medical and Payne County Health Department, as well as all the local pharmacies that are now offering vaccines.

G-1 Approval of actions required to finance a potential equipment project

G-2 Approval of Series 2021A and 2021B General Revenue Bond actions

Mr. Weaver said he spoke with the Board on three prior occasions about the various steps that have to be taken and ensured the Board OSU would come back prior to each step being initiated. He said this is the final step and, if approved, will begin the process to generate documents and sell the listed bonds.

G-3 Approval to execute a funding agreement with the City of Tulsa to construct a parking facility (OSU-CHS)

Mr. Weaver said this agreement is crucial in relation to the project in Section I for the City of Tulsa to give OSU \$8 million in two \$4 million tranches.

Regent Burns moved and Regent Milner seconded to approve Section G, Items 1-3 as presented in the OSU Agenda.

Regent Burns asked if they have explored the possibility of extending the payment periods for some of the existing bonds to lock in a low interest rate for the long-term.

Mr. Weaver said he instructed his team to put that into the decision set and if it makes for a better deal and saves more money it will be considered. He said that lengthening may not add additional savings, but he is glad to know they have that authority.

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

I-1 Approval to begin the selection process for an architectural firm to assist with the design and construction of a parking facility (OSU-CHS)

I-2 Approval to begin the selection process for a construction management firm to assist with the design and construction of a parking facility (OSU-CHS)

Regent Hall said the Fiscal Affairs and Plant Facilities Committee (FAPF) met with the OSU administration on Tuesday, March 2, 2021, regarding requests to begin the selection process for an architectural firm and a construction management firm to assist the University with the design and construction of a parking facility adjacent to the newly acquired Kerr-Edmondson building at OSU-CHS. The planned costs for this project are not expected to exceed \$8 million. Funding for the 400-space parking facility is being provided by the City of Tulsa and will serve patients, staff, and visitors for the future VA and mental health hospitals. The Committee acted to recommend Board approval of the administration's request.

Regent Hall moved and Regent Anthony seconded to approve Section I, Items 1 & 2 as presented in the OSU Agenda.

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

J-1 Approval of sole source and special request items

J-2 Approval of revolving and appropriated funds items

Mr. Weaver noted item J-2a is a ratification of an interim approval.

Regent Milner moved and Regent Burns seconded to approve Section J, Items 1 & 2 as presented in the OSU Agenda.

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

M-2 Demolition of a campus structure

Mr. Weaver noted that this structure is North Ag Hall to make way for the New Frontiers Building. He said they are ready to move forward with the demolition now that everyone has been moved out of the space. This Item was informational in nature. No action was taken.

President Hargis expressed his thanks and appreciation to Mike Holder and the service he has provided as an athlete, coach, and Athletic Director. He said he is grateful Mr. Holder has agreed to continue as Emeritus Athletic Director. He congratulated Chad Weiberg and said he is another OSU alumnus that came home.

Regent Anthony asked President Hargis if a decision had been made regarding graduation. President Hargis said there will be four ceremonies held outside in Boone Pickens Stadium. Everyone will be socially distanced and they will limit guests. He said OSU was also working on an inclement weather plan.

The business of Oklahoma State University being concluded, President Burns Hargis was excused from the meeting.

RUSSEL LEE HEISERMAN

Dr. Russel Lee “Russ” Heiserman was born on December 25, 1930, in Oklahoma City, Oklahoma. He served in the Army and fought in the Korean War as a member of the Oklahoma 45th Infantry Division. He earned both his BS and MS degrees from the Physics Department of Oklahoma State University in 1960 and 1962, respectively. In 1978, he earned a doctoral degree in Technical Education for Oklahoma State University. From the mid 1970s, he served as a faculty member of the Department of Electronics and Electrical Power Technology (current Electrical Engineering Technology Program) until he left the university in 1988 as Professor and Acting Head.

Dr. Russel Lee Heiserman passed away on December 15, 2020, at the age of 89.

VII. PUBLIC COMMENTS

Chair Davis said in accordance with Board Policy 1.17, time is provided for individuals to appear before the Board in order to provide comments. There were none registered to comment, and the Board continued with its business.

VIII. COMMITTEE REPORTS

A. Academic Affairs, Policy and Personnel Committee

(All business discussed by this Committee was presented during the business of Connors State College, Langston University, and Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

1. Recommendation regarding new Board Policy 2.18, “Relationships with Affiliated Entities”

Committee Chair Anthony said the Audit Risk Management and Compliance Review (ARMCR) Committee met on Monday, March 1, 2021 regarding a request to approve a proposed new Board Policy 2.18 “Relationships with Affiliated Entities” and the Committee acted to recommend Board approval of the administration’s request. (This policy is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

Regent Anthony moved and Regent Burns seconded to approve Item B-1 as presented.

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

2. Recommendation regarding revisions to Board Policy 2.19, “Relationship with the OSU Foundation”

ARMCR Committee Chair Anthony said the Committee also met regarding a request to approve revisions to Board Policy 2.19 “Relationships with the OSU Foundation” and the Committee acted to recommend Board approval of the administration’s request. (This policy is attached to this portion of the minutes as ATTACHMENT B and considered a part of these minutes.)

Regent Anthony moved and Regent Milner seconded to approve Item B-2 as presented.

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

ARMCR Committee Chair Anthony said in addition to the action items that have already been covered, the Committee received a report and status update of the FY21 Audit Plan from Chief Audit Executive Michelle Finley.

C. Fiscal Affairs and Plant Facilities Committee

(All business discussed by this Committee was presented during the business of Oklahoma State University.)

D. Planning and Budgets Committee

(All business discussed by this Committee was presented during the business of Langston University.)

E. Oklahoma State University Presidential Search Committee

1. Report by Committee Chair Joe Hall

Regent Hall said the OSU Presidential Search Committee recently met with both in-person and Zoom participation. The next meeting date is still to be determined and he remarked the quality of the candidates was tremendous.

Chair Davis expressed appreciation to all of the OSU Presidential Search Committee members who have poured countless hours into reviewing resumes. He said it was a fully engaged group of constituents at the last meeting in Oklahoma City. He also thanked Regent Hall for his preparation over the past year and the amount of time he has spent as Chair of the Committee.

IX. OTHER BOARD OF REGENTS' BUSINESS

Mr. Ramsey thanked Regent Burns on behalf of the staff of the Board for his many years of service, leadership, and support. He said he has enjoyed working with Regent Burns the past 18 years. Mr. Ramsey also expressed appreciation for former Regent Link's service. He said he will be happy to welcome two new members to the Board soon.

Mr. Ramsey said the Board has gotten used to the Zoom/in-person hybrid meeting during the pandemic. It is a challenge to set up and ensure everything is running well each time to ensure everyone—both remote and in-person—can hear well and participate. He thanked the Executive Office staff for their work to ensure a smooth process, as well as Ryan Hatcher and Maggie Long from the OSU Student Union for their good work on today's meeting.

Chair Davis asked Steve Stephens if the Office of Legal Counsel had anything to report.

Mr. Stephens said Regent Burns is one of the "nicest lawyers" he has ever met. He said Regent Burns is a true professional who has worked in the highest peaks of the profession and demands the respect of the entire Bar of the State of Oklahoma. Mr. Stephens said it has been a pleasure working with him and will miss his wise counsel and assistance.

Chair Davis asked Michelle Finley if the Internal Audit Office had anything to report.

Ms. Finley thanked Regent Burns for his leadership and his service to the Audit Committee. She also thanked him for his passion for excellence and ability to ask tough questions.

Adjournment

Regent Burns moved and Regent Milner seconded to adjourn the meeting at approximately 12:14 p.m.

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

NEW POLICY

Relationships with Affiliated Entities

2.18**1. Introduction**

“Affiliated Entity” refers to an organization that has a legal existence separate from an institution within the Oklahoma A&M System, which is formed or operated to support or complement the mission of that institution. Affiliated Entities include foundations, corporations, limited liability companies, trusts, treatment centers, not for profit fundraising entities, and any other organizational form of enterprise. Any Affiliated Entity that is proposed to be created by an existing Affiliated Entity is also covered by this policy. However, for purposes of this policy the definition of Affiliated Entity does not include the Board’s relationship with the OSU Foundation, which is separately addressed in Board Policy 2.19.

2. Establishment of an Affiliated Entity

- A. An Affiliated Entity may only be established by an institution or an existing Affiliated Entity upon approval by the Board of Regents.
- B. In making its determination, the Board of Regents will review the Affiliated Entity’s purpose, organizational format, scope of activities, and associated risks to the institution.
- C. Affiliated Entities already in existence as of the date of the adoption of this policy are exempt from the requirement to obtain prior approval set forth in 2(A) above, but must still comply with the other provisions of this policy.

3. Bonding

All university/college personnel handling monies on behalf of an Affiliated Entity shall be adequately bonded with the amount of the bond and name of the surety being reported to the Board.

4. Agreement with the Board of Regents

Each Affiliated Entity of any institution governed by the Board shall have in place a Memorandum of Understanding, Joint Resolution, Development Services Contract or other similar document (hereinafter “Relationship Documents”) with the Board which collectively, at a minimum:

- A. Summarizes the overall relationship between the Affiliated Entity and the institution and how the Affiliated Entity's assets, functions, gift administration, or grant-making serve the institution's mission.
- B. Identifies specific services provided by the Affiliated Entity, which might include fundraising, gift acceptance and advancement services, records and data management, investment services, real estate projects, or other activities in support of institutional functions and priorities, and any payments or consideration provided to the Affiliated Entity in exchange for such services (precise fees or payments may be documented in separate agreements).
- C. Describes records, including alumni and donor records, owned either by the institution or the Affiliated Entity, and policies governing the use and sharing of such records. The Relationship Documents should also include language related to the privacy of student information subject to the Family Educational Rights and Privacy Act (FERPA) and include procedures for providing and safeguarding any student information in full compliance with FERPA.
- D. Defines terms for the Affiliated Entity's use of the college/university's name, service marks, branding, and other proprietary institution property

5. Annual Reporting Requirements

Each Affiliated Entity must provide the following information to the institution's president and to the Board's Chief Executive Officer and Chief Audit Executive on an annual basis for purposes of distribution to the Board at the Regular Board of Regents Meeting following the completion of audited financial statements or agreed upon procedures:

- A. A copy of the audited financial statements or agreed upon procedures, as set forth in the Relationship Documents, and such other documents as the Board may require to comply with current Governmental Accounting Standards Board (GASB) regulations on a timetable as determined by the Board. (GASB standards and guidance will be utilized to determine if the Affiliated Entity is included as part of the financial reporting of the institution, and if so, if it is presented as a discrete or blended component unit.)
- B. A copy of the Affiliated Entity's Form 990, except for any portion that may be exempt from disclosure under federal or Internal Revenue Service regulations.

6. Compensation from Affiliated Entities to Institutional Employees

Any employee of an institution governed by the Board of Regents must obtain advance approval by the Board for any compensation and/or benefits of any form to be paid by an Affiliated Entity to the employee. Each institution shall inform appropriate employees and each Affiliated Entity of the established procedures regarding approval of payments to or for the benefit of an employee of any institution.

7. Sunset Provisions

- A. Some affiliated entities may have finite life spans. If it becomes evident during the incorporation process that the Affiliated Entity should have a finite existence, the Affiliated Entity governing board should consider inserting automatic sunset provisions into its governing documents.
- B. Relationships with each Affiliated Entity may be reviewed in consultation with the Board of Regents, the institution, and the Affiliated Entity to determine if it is appropriate to maintain or terminate the Affiliated Entity status.
- C. When Affiliated Entity status is terminated, the Affiliated Entity will take appropriate steps to dissolve its existence in accordance with the law, providing the Board of Regents appropriate evidence of such dissolution.

Date:

March xx, 2021

Revised

Relationship with the Oklahoma State University Foundation

2.19

(1) To the fullest extent permitted by law and by any controlling documents all gifts and donations to OSU should be managed, invested, reinvested and distributed by and through the OSU Foundation (foundation). The Board recommends that all gifts or donations for the benefit of OSU be made to the foundation.

(2) All university personnel handling monies (whether receiving or disbursing) on behalf of the foundation shall be adequately bonded with the amount of the bond and name of the surety being reported to the Board.

(3) There shall be a Memorandum of Understanding, Joint Resolution, Development Services Contract or other similar document (hereinafter “Relationship Document”) with the foundation which collectively, at a minimum:

- A. Summarizes the overall relationship between the foundation and the university and further defines how the foundation’s assets, functions, gift administration or grant-making serve the university’s mission.
- B. Identifies specific services provided by the foundation, which might include fundraising, gift acceptance and advancement services, records and data management, investment services, real estate projects or other activities in support of institutional functions and priorities, and any payments or consideration provided to the foundation in exchange for such services (precise fees or payments may be documented in separate agreements).
- C. Describes records, including alumni and donor records, owned either by the institution or foundation, and policies governing the use and sharing of such records. The Relationship Documents should also include language related to the privacy of student information subject to the Family Educational Rights and Privacy Act (FERPA) and include procedures for providing and safeguarding any student information in full compliance with FERPA.
- D. Defines reciprocal responsibilities and mutual expectations regarding the frequency, content and method of reporting between the foundation and the university. This should include a requirement for an independent annual audit of the foundation and a requirement that it be provided to the supported institution.
- E. Defines terms for the foundation’s use of the university’s name, service marks, branding and other proprietary university property.

(4) The foundation should provide the following information to the OSU President and to the Board's Chief Executive Officer and Chief Audit Executive on an annual basis following the completion of:

- A. A copy of the audited financial statements, as set forth in the Relationship Documents, and such other documents to comply with current Governmental Accounting Standards Board (GASB) regulations.
- B. A copy of the foundation's Form 990, except for any portion that may be exempt from disclosure under federal statute or Internal Revenue Service regulations.

(5) Any employee of an institution governed by the Board of Regents must obtain advance approval by the Board for any compensation and/or compensation-related benefits to be paid by the foundation or its Affiliated Entities (as defined in policy 2.18) to the employee. Notwithstanding the foregoing, no employee of an institution governed by the Board of Regents shall also be an employee of the foundation.

Amended Date:

June 22, 2018

March XX, 2021

Revised

Relationship with Foundations Oklahoma State University Foundation

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2.189

(1) To the fullest extent permitted by law and by any controlling documents all gifts and donations to OSU should be managed, invested, reinvested and distributed by and through the OSU Foundation (foundation). The Board recommends that all gifts or donations for the benefit of OSU be made to the foundation.

(2) All university/college personnel handling monies ~~on behalf of an affiliated foundation~~ (whether receiving or disbursing) ~~on behalf of the Oklahoma State University Foundation (foundation)~~ shall be adequately bonded with the amount of the bond and name of the surety being reported to the Board.

(3) ~~Each institution governed by the Board~~ There shall ~~have in place~~ be a Memorandum of Understanding, Joint Resolution, Development Services Contract or other similar document (hereinafter "Relationship ~~Documents~~ Document") with ~~such affiliated the~~ foundation(s) which collectively, at a minimum:

~~B.A.~~ Summarizes the overall relationship between the foundation and the ~~college~~/university and ~~further defines~~ how the foundation's assets, functions, gift administration or grant-making serve the ~~college~~/university's mission.

~~C.B.~~ Identifies specific services provided by the foundation, which might include fundraising, gift acceptance and advancement services, records and data management, investment services, real estate projects or other activities in support of institutional functions and priorities, and any payments or consideration provided to the foundation in exchange for such services (precise fees or payments may be documented in separate agreements).

~~D.C.~~ Describes records, including alumni and donor records, owned either by the ~~institution~~ or foundation, and policies governing the use and sharing of such records. The Relationship Documents should also include language related to the privacy of ~~student~~ information subject to the Family Educational Rights and Privacy Act (FERPA) and include procedures for providing and safeguarding any student ~~information~~ in full compliance with FERPA.

~~E.D.~~ Defines reciprocal responsibilities and mutual expectations regarding the frequency, content and method of reporting between the ~~college/university affiliated~~ foundation and ~~its supported institution~~ the university. This should include a requirement for an independent annual audit of the foundation and a requirement that it be provided to the supported institution.

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F.E. Defines terms for the foundation's use of the college/university's name, service marks, branding and other proprietary college/university property.

(43) The foundation should provide the following information to the Oklahoma State University OSU President and to the Board's Chief Executive Officer and Chief Audit Executive on an annual basis following the completion of audited financial statements:

A. A copy of the audited financial statements, as set forth in the Relationship Documents, and such other documents as the Board may require the foundation to comply with current Governmental Accounting Standards Board (GASB) regulations.

A.

B. A copy of the foundation's Form 990, except for any portion that may be exempt from disclosure under federal statute or Internal Revenue Service regulations.

(54) Any employee of an institution governed by the Board of Regents must obtain advance approval by the Board for any compensation and/or compensation-related benefits to be paid by the foundation or its Affiliated Entities (as defined in policy 2.18) to the employee. Notwithstanding the foregoing, no employee of an institution governed by the Board of Regents shall also be an employee of the foundation.

Amended Date:

June 22, 2018

March XX, 2021

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BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES



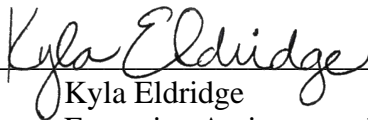
By: Rick Davis 04/23/2021 18:24 CDT
Rick Davis, Chair

ATTEST:



Jason Ramsey 04/25/2021 22:02 CDT
Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma
Agricultural and Mechanical Colleges on April 23, 2021.



Kyla Eldridge
Kyla Eldridge
Executive Assistant to the CEO