

MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL
COLLEGES

for the

DECEMBER 4, 2009

Regular Board Meeting

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

December 4, 2009

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES, DECEMBER 4, 2009

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON OCTOBER 27, 2008.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in Scholars Inn Clubhouse on the campus of Langston University, Langston, Oklahoma, on December 4, 2009.

Those present: Mr. Calvin J. Anthony, Chairman; Mr. Greg L. Massey, Vice Chairman; Mr. Fred L. Boettcher; Mr. Douglas E. Burns; Mr. Joe D. Hall; Mr. Jay L. Helm; and Mr. Andrew W. Lester.

Absent: Mr. Terry L. Peach and Mrs. Lou Watkins.

Others present: Dr. W. Douglas Wilson, Executive Secretary; Mr. Charles E. Drake, General Counsel; Mr. Robert White, Health and Higher Education Policy Analyst; Mr. Jason Ramsey, Director, State Government Relations; Mr. Cecil F. Strande, Director of Internal Audits; Ms. Cheryl Williams, Administrative Associate; and Ms. Holly Miller, Administrative Associate.

After the Executive Secretary announced a quorum was present and all documents had been filed, the meeting was called to order at approximately 10:25 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE COLLEGES
MEETING OF DECEMBER 4, 2009

Order of Business

Regent Boettcher moved and Regent Lester seconded to approve the Order of Business as presented.

Those voting aye: Board Members Helm, Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

December 4, 2009

Approval of Minutes

Regent Boettcher moved and Regent Lester seconded to approve the minutes of the October 23, 2009, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, Hall, and Helm. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

Approval of Future Board Meetings

Chairman Anthony announced that the next regular meeting of the Board of Regents is scheduled to convene on January 22, 2010, on the Muskogee Downtown Campus of Connors State College, Muskogee, Oklahoma. For consideration of approval is the March 4, 2010, meeting which is scheduled to convene on the campus of Oklahoma State University, Stillwater, Oklahoma. He asked for a motion to confirm this meeting date.

Regent Lester moved and Regent Boettcher seconded to approve the Board meeting scheduled for March 4, 2010, on the campus of Oklahoma State University, Stillwater, Oklahoma.

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

December 4, 2009

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Donnie Nero, President, and Ms. Sharon Owen, Vice President for Fiscal Services, appeared before the Board of Regents to present the business of Connors State College and review the Agenda for members of the Board.

Dr. Nero said he appreciates the Board letting him present the business of Connors State College first because he needs to attend an Office of Juvenile Affairs meeting in Oklahoma City.

With respect to the visit of the Higher Learning Commission of the North Central Association of Colleges and Schools, Dr. Nero reported that the HLC has postponed its visit from the spring to the fall of 2010.

Dr. Nero reported that the latest rankings of NJCAA basketball have Connors ranked No. 3 in the nation. He also noted that the women's team has a record of 11-1. Connors is doing quite well in athletics.

Enrollment is looking good for the spring semester compared to last year with an increase of more than 400 students. He said Connors appreciates all the support the Regents provide.

Institutional Policies

Dr. Nero recommended approval of the proposed institutional policies pertaining to Anti-Harassment, Employee Conduct, and Workplace Threats and Violence. He said this was discussed in the Academic Affairs, Policy and Personnel Committee meeting this morning.

Regent Massey reported that the Committee met with the administration of Connors State College regarding approval of the Anti-Harassment Policy, Employee Conduct Policy, and Workplace Threats and Violence Policy. He said the policies have been reviewed by Legal Counsel. The Committee acted to recommend Board approval of the administrative recommendation.

Regent Massey moved and Regent Lester seconded to approve the proposed Anti-Harassment Policy, Employee Conduct Policy, and Workplace Threats and Violence Policy as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

Personnel Actions

Dr. Nero noted the request to employ Jessie Young to fill the position of Executive Director of the Workforce Investment Act. He said this request is part of the \$1.9 million grant Connors received through the Workforce Board.

Regent Burns moved and Regent Helm seconded to approve the employment of Jessie Young to serve as the Executive Director of the Workforce Investment Act as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins and Peach. The motion was approved.

Instructional Programs

Dr. Nero referenced the academic course changes and program modifications. He said these are cosmetic changes, which will better align these courses for articulation from the two-year programs to the four-year universities. The changes are minor in nature.

Approval to Award Construction Contract

Dr. Nero said Connors has been working with OSU A&E Services regarding the renovation of the Fine Arts Building. He recommended Board approval to award a construction contract to Brewer Construction Company, Chouteau, Oklahoma, for this project. He said Brewer Construction has done some projects for Connors previously as well as projects at OSU-Okmulgee. Brewer Construction Company was the low bidder for this project. Dr. Nero said this is a capital bond project.

Regent Hall asked which alternates are being awarded. Dr. Nero said because the estimates came within the budget, all alternates are being included.

Regent Hall moved and Regent Helm seconded to award a construction contract to Brewer Construction Company, Chouteau, Oklahoma, for the Fine Arts Building Renovation Project to include the base bid in the amount of \$223,897 and Alternates 1-4 for a total project cost of \$258,276, and to authorize Connors to make final payment upon completion of the project.

Those voting aye: Board Members Boettcher, Burns, Hall, Helm, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Peach and Watkins. The motion passed.

Balance of Agenda

Regent Hall moved and Regent Helm seconded to approve the balance of the Agenda. (The Agenda is attached.)

Those voting aye: Board Members Burns, Hall, Helm, Lester, Massey, Anthony, and Boettcher. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

Regent Helm said he wanted to congratulate Dr. Nero on his work on the Board of Juvenile Affairs. He said Dr. Nero spent many long hours on this. Dr. Nero said it is a lot of work, but it is enjoyable knowing that he can help some of the youth.

Dr. Nero said he looks forward to having everyone in Muskogee next month for the Board meeting. He thanked the Board for their continued support of Connors State College.

The business of Connors State College being concluded, Dr. Nero and Ms. Owen were excused from the meeting.

CONNORS STATE COLLEGE

Warner, Oklahoma

December 4, 2009

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

Dear Board Member:

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

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

1. *Personal Remarks – Dr. Donnie Nero*

B. RESOLUTIONS:

None

C. POLICY AND OPERATIONAL PROCEDURES:

1. Institutional Policies

Approval is requested for the following Institutional Policies which have been reviewed by Legal Counsel (copies attached):

Anti-harassment
Employee Conduct
Workplace Threats and Violence

D. PERSONNEL ACTIONS:

1. Personnel Changes

We request approval to fill the following position effective November 1, 2009:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>
Jessie Young	Workforce Investment Act Exec. Director	\$65,000 12 mo

E. INSTRUCTIONAL PROGRAMS:

1. Academic Course and Program Modifications

Permission is requested to modify the following courses and programs as recommended by the appropriate academic program faculty and curriculum and academic council committees (see program modification forms attached):

I. Course Changes Requested

A. MATH 2113 Modeling: Geometry and Measurement

Change course description to match the course description at the colleges/universities that offer this class.

a. Current Course Description: Class 3. Prerequisite: Math 1493 Math structures with a grade of “C” or higher. A study of mathematical concepts for prospective elementary teachers using tactile models and appropriate technology. This course is designed for prospective elementary school teachers. Topics included geometry, measurement, and trigonometry.

b. Proposed description (for better transfer): Class 3. Prerequisite: Math 1493 Math structures or Math 1513 College Algebra with a grade of “C” or higher. A study of mathematical concepts for prospective elementary teachers using tactile models and appropriate technology. This course is designed for prospective elementary school teachers. Topics included geometry, measurement, and trigonometry.

B. Criminal Justice classes to be added to course inventory. These courses already exist on the Oklahoma State Regents for Higher Education “Course Equivalency Matrix” under Criminal Justice. These courses will not be immediately added to the Criminal Justice/Police Science option in the Associate of Arts in Sociology Program. Before adding them, we will check for articulation into baccalaureate programs. We will offer them as continuing education, special interest courses until a determination on articulation is made.

a. **CJPS 2003 Introduction to Corrections:** An overview of the historical development and a complete analysis of the entire adult corrections system.

b. **CJPS 2103 Introduction to Juvenile Justice and Delinquency:** An overview of the organization, function, and jurisdiction of the juvenile justice system; methods of handling, processing and detention of juveniles; case disposition, court procedures, and sociological perspectives.

c. **CJPS 2203 Evidence:** An analysis of the rules of evidence with an emphasis on the conceptual and definitional issues of admissibility, relevancy, materiality, weight, burden of proof, presumptions, types of evidence, judicial notice, evidentiary privileges, best evidence, opinion evidence, and hearsay evidence and its exceptions.

- d. **CJPS 2303 Police Community Relations:** An examination of the relationships existing between the police and the communities they serve. Emphasis will be placed on the officer's role relative to the community, crime prevention, civil rights, and the elements of effective community relations.

II. Program Modifications Requested

- A. **Mathematics Associate in Science** – To adjust for credit hour changes (previously approved) in Calculus I and II and to enhance transfer of students to baccalaureate programs.
- B. **Physical Science Associate in Science** – To adjust for credit hour changes (previously approved) in Calculus I and II and to enhance transfer of students to baccalaureate programs.
- C. **Psychology Associate in Arts** – To enhance students' transfer to baccalaureate programs.

F. **BUDGETARY ACTIONS:**

None

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

None

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

None

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

1. **Fine Arts Building Renovation**

Approval is requested to award a construction contract for the Fine Arts Building Renovation Project. (See attached information.)

J. **PURCHASE REQUESTS:**

None

K. STUDENT SERVICES/ACTIVITIES:

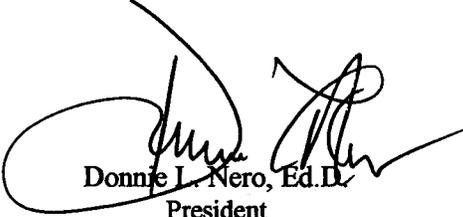
None

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 Report for October, 2009, attached.*



Donnie L. Nero, Ed.D.
President

ANTI - HARASSMENT POLICY

Connors State College is committed to providing its staff and faculty the opportunity to pursue excellence in their academic and professional endeavors. This opportunity can exist only when each employee of our College is assured an atmosphere of mutual respect. The free and open exchange of ideas is fundamental to the College's purpose. It is not the College's intent in promulgating this policy to inhibit free speech or the free communication of ideas by academic members.

A. Policy Against Discriminatory Harassment

1. The College is committed to maintaining learning and working environments that are free from all forms of harassment and discrimination. Accordingly, harassment based on an individual's gender, marital status, pregnancy, race, color, ethnicity, national origin, age, disability, religion, sexual orientation, veteran status, or other legally protected characteristic is prohibited. The College will not tolerate harassment, sexual harassment or retaliation in the workplace or educational environment whether committed by faculty, staff, or by visitors to Connors State College while they are on campus. Each employee of Connors State College is responsible for fostering civility, for being familiar with this policy, and for refraining from conduct that violates this policy.
2. For purposes of this policy, harassment is defined as:
 - a) any type of behavior which is based on gender, marital status, pregnancy, race, color, ethnicity, national origin, age, disability, religion, sexual orientation, gender identity or expression, veteran status, that
 - b) is so severe or pervasive that it interferes with an individual's work or academic performance or creates an intimidating, hostile or offensive working environment.
3. Harassment when directed at an individual because of his/her gender, marital status, pregnancy, race, color, ethnicity, national origin, age, disability, religion, sexual orientation, gender identity or expression, personal appearance, veteran status, or any other legally protected characteristic may include, but is not limited to: unwanted physical contact; use of epithets, inappropriate jokes, comments or innuendos; obscene or harassing telephone calls, e-mails, letters, notes or other forms of communication; and, any conduct that may create a hostile working or academic environment.
4. Sexual harassment, whether between people of different sexes or the same sex, is defined to include, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other behavior of a sexual nature when:
 - (a) submission to such conduct is made implicitly or explicitly a term or condition of an individual's employment or participation in an education program;
 - (b) submission to or rejection of such conduct by an individual is used as the basis for personnel decisions or for academic evaluation or advancement; or

- (c) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creates an intimidating, hostile or offensive working or educational environment.

Sexual harassment may include, but is not limited to: unwelcome sexual advances; demands/threats for sexual favors or actions; posting, distributing, or displaying sexual pictures or objects; suggestive gestures, or sounds; unwelcome physical contact; sending/forwarding inappropriate e-mails of a sexual or offensive nature; inappropriate jokes, comments or innuendos of a sexual nature; obscene or harassing telephone calls, e-mails, letters, notes or other forms of communication; and any conduct of a sexual nature that may create a hostile working or educational environment.

5. Retaliation against an individual who complains of discriminatory harassment under this policy is strictly prohibited.

B. Responsibilities under this Policy

The College is committed to enforcement of this policy. Individuals who are found to have violated this policy will be subject to disciplinary action, up to and including termination of his/her College affiliation.

1. All individuals are expected to conduct themselves in a manner consistent with this Policy.
2. Staff or faculty employees who believe that they have been subject to discriminatory harassment are encouraged to report, as soon as possible, their concerns to the human resources director. The College provides an environment of confidentiality by which individuals can discuss concerns related to discriminatory harassment.
3. Individuals who witness what they believe may be discriminatory harassment of another are encouraged to report their concerns as soon as possible to the human resources director, their supervisors, division chairperson, or the Vice-President of their department.
4. Complainants are assured that reports of harassment will be treated in a confidential manner, within the bounds of the College's legal obligation to respond appropriately to any and all allegations of harassment.
5. Supervisors, including faculty managers, who receive reports of harassment, should contact the human resources director for assistance in investigating and resolving the issue.
6. Supervisors, including faculty managers, are required to implement corrective action where, after completing the investigation, it is determined corrective action is indicated. Intentionally making a false accusation of harassment is prohibited.
7. The College administration is responsible for ensuring the consistent application of this policy.

C. Procedures for Discrimination Complaints Brought Within Connors State College

Inquiries regarding procedures on discrimination complaints may be directed to the Director of Human Resources, Gwendolyn Derrick located in Gatlin Hall, Room 231, Warner Campus, 918-463-6206 or email gwendolyn.derrick@connorsstate.edu

Revised 08/2009

EMPLOYEE CONDUCT

Guidelines for Appropriate Conduct

As an integral employee of Connors State College, you are expected to accept certain responsibilities, adhere to acceptable business principles in matters of personal conduct, and exhibit a high degree of personal integrity at all times. This not only involves sincere respect for the rights and feelings of others, but also demands that both in your business and in your personal life you refrain from any behavior that might be harmful to you, your co-workers, and/or Connors State College, or that might be viewed unfavorably by current or potential supporters/parents/students or by the public at large.

Whether you are on duty or off, your conduct reflects on Connors State College. You are, consequently, encouraged to observe the highest standards of professionalism at all times.

Types of behavior and conduct that Connors State College considers inappropriate include, but are not limited to, the following:

1. Falsifying employment or other College records.
2. Violating Connors State College's nondiscrimination and/or sexual harassment policy.
3. Excessive absenteeism or tardiness.
4. Excessive, unnecessary, and/or unauthorized use of College supplies, particularly for personal purposes.
5. Reporting to work intoxicated or under the influence of non-prescribed drugs, and illegal manufacture, possession, use, sale, distribution or transportation of drugs.
6. Bringing or using alcoholic beverages on Connors State College property or using alcoholic beverages while engaged in College business on College premises.
7. Fighting or using obscene, abusive, or threatening language or gestures.
8. Theft of property from co-workers, students, or the College.
9. Unauthorized possession of firearms on Connors State College's premises or while on College business.

10. Disregarding safety or security regulations.

11. Insubordination.

12. Failing to maintain the confidentiality of the College, students or student/employee information; or any other improper conduct which is seriously injurious to the best interests of the College or any of its components.

Should your performance, work habits, overall attitude, conduct, or demeanor become unsatisfactory in the judgment of Connors State College, based on violations on either of the above or of any other College policies, rules, or regulations, you will be subject to disciplinary action, up to and including dismissal.

WORKPLACE THREATS AND VIOLENCE

It is the goal of Connors State College to provide a safe and secure workplace. The safety of employees and students is very important both in terms of enhancing the educational environment and promoting a supportive working atmosphere.

Serious threats or acts of intimidation, and acts of violence with or without the presence of a weapon, will not be tolerated. Violations of this policy may result in disciplinary action, including possible suspension, termination and/or the filing of criminal charges.

All employees shall immediately report acts of violence and any serious threats that a reasonable person would consider potentially dangerous made against them or witness by them. Such reports may be made to the employee's immediate supervisor, the Human Resources Director, and Campus Security Office, or any administrative management official. Supervisors, etc., receiving reports of acts of violence, serious threats, or good faith concerns about unusual or threatening behavior shall take appropriate steps as soon as reasonably possible, including communicating with the Campus Security Office, to reduce or eliminate any threats of immediate danger.

If an employee has taken legal steps to protect him/herself from another person with a Victim Protective Order (VPO) or Emergency Protective Order (EPO), a copy of the VPO/EPO should be provided to the employee's immediate supervisor, director of Human Resources and the Office of Campus Security.

ASSOCIATE IN SCIENCE (AS) MATHEMATICS (PROPOSED)

(Pending Regents Approval)

Total Minimum Degree Hours **60 hours**

General Education Requirements **27 hours**

*(*Check catalog course listings section for prerequisites)*

ENGL 1113 English Comp I 3 hours

ENGL 1213 English Comp II 3 hours

SPCH 1113 Intro to Oral Communications 3 hours

HIST 1483 or HIST 1493 3 hours

POLS 1113 American Federal Government 3 hours

Humanities 6 hours

Computer Literacy 3 hours

At least one course from the following areas: Psychology, Sociology, Foreign Language, or Fine Arts 3-4 hours

Minimum Program Requirements* **33 hours**

(8 hours of General Education Science requirements are satisfied in program requirements)

*(*Check catalog course listings section for prerequisites)*

Mathematics (Changed from 18-19 hours to 16-17 hours) **16 - 17 hours**

MATH 1513 College Algebra 3 hours

MATH 1613 Trigonometry 3 hours

MATH 2214 Calculus I (Course hour change from 5 to 4 hours) **4 hours**

MATH 2234 Calculus II (Course hour change from 5 to 4 hours) **4 hours**

STAT 2013 Elementary Statistics 3 hours

Or:

MATH 1715 College Algebra and Trigonometry 5 hours

MATH 2214 Calculus I (Course hour change from 5 to 4 hours) **4 hours**

MATH 2234 Calculus II (Course hour change from 5 to 4 hours) **4 hours**

STAT 2013 Elementary Statistics 3 hours

Physics **8 hours**

PHYS 1114 General Physics I 4 hours

PHYS 1214 General Physics II 4 hours

Or:

PHYS 2014 Engineering Physics I 4 hours

PHYS 2114 Engineering Physics II 4 hours

Program Electives* (Changed from 6-10 hours to 8-9 hours) **8 – 9 hours**

BIOL 1114 General Biology 4 hours

BIOL 1404 General Botany 4 hours

BIOL 1604 General Zoology 4 hours

CHEM 1315 General Chemistry I 5 hours

CHEM 1515 General Chemistry II 5 hours

COMS 1503 BASIC or COMS 1513 Visual BASIC 3 hours

MATH 1493 Math Structures 3 hours

MATH 2113 Modeling: Geometry & Measurement 3 hours

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

ASSOCIATE IN SCIENCE (AS)

(PROPOSED)

PHYSICAL SCIENCE

(Pending Regents Approval)

Total Minimum Degree Hours 63 Hours

General Education Requirements.....27 hours

*(*Check catalog course listings section for prerequisites)*

ENGL 1113 English Comp I 3 hours

ENGL 1213 English Comp II 3 hours

SPCH 1113 Intro to Oral Communications 3 hours

HIST 1483 or HIST 1493..... 3 hours

POLS 1113 American Federal Government 3 hours

Humanities 6 hours

Computer Literacy 3 hours

At least one course from the following areas: Psychology, Sociology, Foreign Language, or Fine Arts 3 hours

Minimum Program Requirements*36 hours

(General Education Science requirements are satisfied in program requirements)

*(*Check catalog course listings section for prerequisites)*

Chemistry10 hours

CHEM 1315 General Chemistry I 5 hours

CHEM 1515 General Chemistry II 5 hours

Mathematics (Changed from 15 to 13 hours)..... 13 hours minimum

MATH 1513 College Algebra 3 hours

MATH 1613 Trigonometry 3 hours

MATH 2214 Calculus I (Course hour change from 5 to 4 hours) 4 hours

MATH 2234 Calculus II (Course hour change from 5 to 4 hours) 4 hours

Or:

MATH 1715 College Algebra and Trigonometry 5 hours

MATH 2214 Calculus I (Course hour change from 5 to 4 hours) 4 hours

MATH 2234 Calculus II (Course hour change from 5 to 4 hours) 4 hours

Physics8 hours

PHYS 1114 General Physics I 4 hours

PHYS 1214 General Physics II 4 hours

Or:

PHYS 2014 Engineering Physics I 4 hours

PHYS 2114 Engineering Physics II 4 hours

Program Electives (Changed from 3-4 hours to 4-5 hours) 4-5 hours

GEOL 1114 General Geology 4 hours

MATH 1493 Math Structures 3 hours

MATH 2113 Modeling: Geometry & Measurement 3 hours

STAT 2013 Elementary Statistics 3 hours

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

Associate In Arts (AA)

(PROPOSED)

Psychology

(Pending Regents Approval)

Total Minimum Degree Hours	61 hours
General Education Requirements	37 hours
ENGL 1113 English Comp I	3 hours
ENGL1213 English Comp II	3 hours
HIST 1483 or HIST 1493	3 hours
POLS 1113 American Federal Government	3 hours
SPCH 1113 Introduction to Oral Communication	3 hours
Lab Science	4-5 hours
Science	3-5 hours
Humanities	6 hours
Math 1513 College Algebra (Changed from College Mathematics)	3 hours
Computer Literacy	3 hours
One Course from any Liberal Arts, Social Science, Foreign Language, or Fine Arts	3-4 hours
Program Requirements	24 hours
(*Check catalog course listings section for prerequisites)	
Psychology	(Changed from 9 to 12) 12 hours
PSYC 1113 Introduction to Psychology	3 hours
*PSYC 2213 Introduction to Personality Theories (Course Title Change and a Course Addition to Requirements)	3 hours
*PSYC 2313 Developmental Psychology	3 hours
*PSYC 2543 Introduction to Social Psychology (New Course Addition)	3 hours
Statistics	3 hours
STAT 2013 Elementary Statistics	3 hours
Electives	(Changed from 12 to 9) 9 hours
GOEG 2243 Introduction to Geography	3 hours
HIST 1223 Early Civilization	3 hours
HIST 1323 Modern Civilization	3 hours
MATH 1513 College Algebra (added)	3 hours
*PSYC 2113 Introduction to Psychology of Adjustment (Course Title Change)	3 hours
*PSYC 2300 Special Topic (Course Addition)	3 hours
SOCI 1113 Principles of Sociology	3 hours
*SOCI 2113 Introduction to Social Services	3 hours
*SOCI 2313 Introduction to Counseling	3 hours
*SOCI 2323 Social Problems	3 hours
*SOCI 2413 Introduction to Cultural Anthropology	3 hours
*SOCI 2423 Sociology of the Family	3 hours
SPCH 1013 Principles of Listening	3 hours

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

OSU Board of Regents Meeting
December 4, 2009

Approval to Award a Construction Contract for the Fine Arts Renovation Project (Connors)

REQUESTED ACTION OF THE BOARD OF REGENTS:

- Board Action w/Committee Action
- Board Action w/o Committee Action
- Committee Discussion Only
- Committee Action Only

DESCRIPTION:

Board approval is requested to award a Construction Contract for the Fine Arts Renovation project to Brewer Construction Company, Chouteau, Oklahoma in the amount of \$258,276.

Board approval is also requested to make final payment upon completion of the project. Construction bids were received on November 17, 2009.

A tabulation of bids received is attached.

FUNDING NEEDS AND SOURCE IDENTIFIED:

Capital Bond Project – Fine Arts Building Renovation #776148

<p><u>\$ 640,000.00 (original amount)</u></p>	<p>\$ 415,000.00 (remaining amount in budget. The roof and HVAC system were replaced. New lighting and a sound system were also installed. There will be some additional fees from the OSU Architectural Services charged as well.)</p>
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JUSTIFICATION/BACKGROUND INFORMATION:

The project is designed to make the Fine Arts Building auditorium and entry ADA compliant and to renovate electrical service. The foyer will be renovated, and two (02) handicapped bathrooms will be added to adjoin the foyer.

PROJECT SCOPE:

Project Size:
Fine Arts Building – ADA/Entry Renovations: Design path of travel, entrance, toilet facilities to meet ADA requirements. Design number of toilet fixtures to be in compliance with current requirements for occupant load of building. Upgrade

electrical service entrance to comply with IEC/NEC code requirements.

Optional improvements:

Correct cracks in building façade, contingent upon budget.
Add fire sprinkler system to facility, if budget allows. Final outcome is contingent upon review with State Fire Marshall's Office.

**Major Scope Items and:
Alternates**

Removal/replacement of electrical service.

Removal/replacement of sidewalks.

Removal/replacement of entrance doors.

Install new floor (level) at entryway & new toilets

Alternate: Extend new sanitary sewer.

Alternate: Remove auditorium seating for wheelchair and add handrails for stage steps.

Alternate: Installation of platform life to state area.

Alternate: Structural repair, tuck pointing and repointing..

Optional installation of fire sprinkler system in building.

Board approval was granted in 2006, for this project.

OFFICE SUBMITTING AND COORDINATING AGENDA ITEM:

Connors State College President's Office

Dr. Donnie L. Nero, President, (918) 463-6213

Dr. Jo Lynn Autry Digranes, Executive Vice President, (918)

BID TABULATION

**FINE ARTS BUILDING RENOVATION
CONNORS STATE COLLEGE
WARNER, OKLAHOMA**

**PHYSICAL PLANT
ARCHITECTURE AND ENGINEERING SERVICES
OKLAHOMA STATE UNIVERSITY
STILLWATER, OKLAHOMA**

November 17, 2008

Checked by: Jim McKee

BIDDERS	BASE BID	ALTERNATE #1	ALTERNATE #2	ALTERNATE #3	ALTERNATE #4
Brewer Construction Company Choultau, Oklahoma	\$223,897	\$14,252 Installation of Sanitary Sewer Line And New Manhole \$238,149	\$2,712 Remove Auditorium Sealing For Wheelchair Space And Add Handrails At Stage Stairs \$240,861	\$9,415 Installation of Platform Lift To Stage Area \$250,276	\$8,000 Provide Structural Repair, Truck Polishing and Repointing Of Exterior Masonry Walls \$258,276
Canyon Ranch Construction, LLC Jenks, Oklahoma	\$297,000	\$24,700 \$321,700	\$4,400 \$326,100	\$9,700 \$335,800	\$61,700 \$397,500
Diversified Construction of OK, Inc. Edmond, Oklahoma	\$285,900	\$26,800 \$312,700	\$4,400 \$317,100	\$10,400 \$327,500	\$56,000 \$383,500
FRC Construction Inc. Muskogee, Oklahoma	\$220,741	\$24,287 \$245,028	\$4,500 \$249,528	\$12,583 \$262,111	\$8,760 \$270,871
Rick Holden & Company, Inc. Tulsa, Oklahoma	\$369,200	\$8,300 \$377,500	\$4,100 \$381,600	\$7,100 \$388,700	\$3,100 \$391,800

Plans and specifications were distributed to two additional bidders.

CONNORS STATE COLLEGE
SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF OCTOBER, 2009

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		6	6,819.22	1	960.99	6	6819.22
FEDERAL	1	571.80	0	0.00	1	571.80	0	0.00
PRIVATE	0		0	0.00	0	0.00	0	0.00
AUXILIARY	1	267.58	1	237.33	2	561.75	2	525.25
OTHER	0		0	0.00	0	0.00	0	0.00
TOTAL	2	839.38	7	7,056.55	4	2094.54	8	7,344.47

December 4, 2009

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

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

Chairman Anthony said recognition and congratulations are due to President Hargis for being inducted into the Oklahoma Hall of Fame. He said President Hargis was one of seven individuals recognized in that capacity this year. It is a milestone of great importance and is great for the University.

President Hargis said it is always nice to be at Langston University and receive the hospitality of President Haysbert and her staff. He said he is sorry he missed the events last evening, but he is certain they were as wonderful as always.

Presentation from the Oklahoma Commissioners of the Land Office

To begin the business of Oklahoma State University, President Hargis said he wanted to introduce Mike Hunter to the Board. He said Mr. Hunter was a State Legislator, former Chief of Staff to Congressman J. C. Watts, former Legal Counsel to the State Corporation Commission, and Secretary of State to Governor Keating. He said Mr. Hunter went with Governor Keating to Washington, D.C., where he was Executive Vice President and Chief Operating Officer of the American Council of Life Insurers, which is a very distinguished organization. When Governor Henry needed someone to oversee the \$1.5 billion trust of the School Land Commission, which had experienced some financial issues, he chose Mike Hunter to fill this position, even though he was of a different political party. President Hargis said Mr. Hunter now serves as Secretary of the Commissioners of the Land Office, which is a very important organization to Oklahoma State University as well as to a number of other agencies in the state. President Hargis said it is not surprising that he has had this much success because Mr. Hunter is an Oklahoma State University graduate, although his political acumen is in some question because Mr. Hunter served as Chairman of his Gubernatorial campaign. President Hargis noted that Mr. Hunter has done a great job, and he asked him to come forward to say a few words about the School Land Trust.

Mr. Hunter said the School Land Commission is celebrating the best year in the history of its existence. Last year \$82.5 million was distributed to Oklahoma schools and colleges. Institutions within the A&M Board's jurisdiction received almost \$8.5 million from the School Land Commission. He believes that may have been lost in some of the recent headlines. He said a number of changes have been made since he came on board on August 1. A new team is now in place. His office is beginning to work with the legislature to revamp Title 64, which, quite frankly, is a mess. He said some of the statutes that are currently in place include the request that the Land Commission hire an internal auditor but only pay that person \$3,600 per year. Mr. Hunter said he is very thankful to have the very fine group of commissioners that the State enjoys right now, including Regent Terry Peach. Mr. Hunter said he and his staff will get the

situation corrected and will work with the legislature to get authority to make an investment in technology that will ensure that what happened will never happen again and that the Land Commission will maximize the return from that trust. He said the Land Commission needs to be more entrepreneurial with the assets it has, and going forward he said he wants to make a commitment that this will be done. Mr. Hunter said he and his staff will meet with the Attorney General to look at some ways that the Land Commission can maximize flexibility with the assets. The staff is looking to see what other land commissions do. He said his commitment is to get the State more money. It is projected that approximately \$90 million will be available to distribute during this fiscal year. (A 2009 Annual Report of the Commissioners of the Land Office is on file in the Board of Regents' Office as Document No. 1-12-4-09.)

Chairman Anthony said the Board is proud to have Mr. Hunter at the Board meeting and is honored to work with him and the Commissioners of the Land Office in order to maximize the output of the land. He noted that also present is Doug Allen, who is an old friend and someone with whom he has worked in the past. Mr. Hunter said he would be remiss if he didn't recognize the Director of Communications, Terri Watkins, who is an excellent journalist in the state.

OSU Accomplishments

President Hargis encouraged the Board members to review the OSU Accomplishments brochure. He also reported on commencement ceremonies for those students graduating in December. The graduate program is Friday, December 11, at 6:30 p.m. in Gallagher-Iba Arena, and the undergraduate programs are Saturday, December 12, at 10:30 a.m. and 1:30 p.m. in Gallagher-Iba Arena. The commencement speaker is Rick Darnaby, an OSU graduate and former President of Motorola Company in Europe and the NutraSweet Company. President Hargis said he is quite a dynamic speaker, and he is looking forward to hearing his remarks.

Adoption of Memorial Resolutions

President Hargis presented information about George A. Gries, former Dean, College of Arts and Sciences, and Professor, Botany, Retired, College of Arts and Sciences; Kathryn Grace Harrison Robbins, Coordinator, Tulsa Area Prevention Resource Center, OSU-Tulsa; and Ron R. Sanders, Staff Physician, Retired, University Health Services, Division of Student Affairs. President Hargis presented Memorial Resolutions on behalf of Dr. Gries, Ms. Robbins, and Dr. Sanders and recommended their adoption. (The Memorial Resolutions for George A. Gries, Kathryn Grace Harrison Robbins, and Ron R. Sanders are attached to OSU's portion of the minutes as ATTACHMENTS A-C, respectively, and considered a part of these minutes.)

Regent Helm moved and Regent Hall seconded to adopt the Memorial Resolutions for George A. Gries, Kathryn Grace Harrison Robbins, and Ron R. Sanders as presented.

Those voting aye: Board Members Hall, Helm, Lester, Massey, Anthony, Boettcher, and Burns. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

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

Approval of Oklahoma State University Plan Report Pertaining to the
NCAA Recertification Process

Dr. Strathe said as a part of the NCAA self-study process, the University prepared improvement plans to address the areas that have been identified that need to be strengthened. The NCAA requests formal Board approval of these plans. (The OSU plan report prepared in connection with the NCAA recertification process is on file in the Board of Regents Office as Document No. 2-12-4-09.)

Regent Massey said the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma State University regarding the NCAA improvement plans as a part of the self-study process. The University prepared improvement plans which identified goals and timetables for achievement. The Committee acted to recommend Board approval of this action.

Regent Massey moved and Regent Lester seconded to approve the Oklahoma State University plan report prepared in connection with the NCAA recertification process as presented.

Those voting aye: Board Members Helm, Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

Personnel Actions

Dr. Strathe presented four pages of personnel actions and recommended their approval with the exception of those items pertaining to separation, retirement, and death, which are presented as information items only. (These recommendations are listed on pages D-3.1 through D-3.4 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 3-12-4-09.) She said the list includes 3 new appointments and 11 changes in title and/or rate. She called the Board's attention to the appointment of Dr. Michael Dicks to the Wes & Lou Watkins Endowed Chair for International Trade and Development. For informational purposes, Dr. Strathe noted four separations which are listed on page D-3.4. She requested approval of the personnel actions as listed.

Regent Lester moved and Regent Helm seconded to approve the personnel actions as listed in the OSU Agenda.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, Hall, and Helm. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

Approval of Degree Requests and Program Modifications

Dr. Strathe requested Board approval of several new degree programs and program modifications for the OSU-Stillwater and the OSU-Oklahoma City campuses. A summary of the modifications is found beginning on page E-1 of the OSU Agenda (which is on file in the Board of Regents' Office as Document No. 3-12-4-09).

Regent Massey said the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma State University regarding the approval of the degree requests and program modifications as noted in the Agenda. He reported the Committee acted to recommend Board approval.

Regent Massey moved and Regent Lester seconded to approve the new degree programs and program modifications as presented.

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

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

G-1 Approval is Requested to Ratify an Interim Approval to Name Two Rooms in the Math Sciences Building to Honor Two Faculty

Dr. Bosserman requested Board approval to ratify an interim approval request to name two rooms in the Math Sciences Building to honor two faculty members, Dr. Donald D. Fisher and Dr. G. E. Woody Hedrick. He said Dr. Fisher founded the Department of Computing and Information Sciences in 1969 and served as department head for several years. He also served as Director of the School of Mathematical Sciences throughout its existence. Dr. Bosserman said Dr. Hedrick served the Computer Science Department for 39 years, including 21 years as department head. He said President Hargis and Dean Peter Sherwood made the recommendation, which has been approved by the Facilities Planning and Space Utilization Committee.

Regent Boettcher moved and Regent Hall seconded to ratify interim approval granted by the Executive Secretary to name two rooms in the Math Sciences Building to honor two faculty members, Dr. Donald D. Fisher and Dr. G. E. Woody Hedrick.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

G-2 Approval to Name Lab to Honor Corporate Donor BlueCross BlueShield

Dr. Bosserman requested Board approval to name an existing lab "The BlueCross BlueShield Health Promotion Lab" to honor corporate donor BlueCross BlueShield. He said BlueCross BlueShield of Oklahoma has recognized an unmet need in the area of training students to perform competently in the workplace. They have also supported this commitment with a gift to the institution of \$250,000. He said President Hargis and OSU-Tulsa President Howard Barnett made the recommendation, which has been approved by the Facilities Planning and Space Utilization Committee.

Regent Boettcher moved and Regent Hall seconded to name an existing lab "The BlueCross BlueShield Health Promotion Lab" as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins and Peach. The motion carried.

G-3 Projects to be Submitted for Possible Master Real Property Lease Funding in 2010

Dr. Bosserman requested Board approval to authorize the University administration to submit to the Oklahoma State Regents for Higher Education a listing of potential projects for inclusion in the Master Real Property Lease Program pursuant to applicable statutes and/or submit a request to the Governor, the Speaker of the House of Representatives, and the President Pro Tempore of the State Senate in accordance with statutes seeking approval to issue bonds.

Regent Helm asked if the OTRP building purchase request is the building at the research center. Dr. Bosserman responded affirmatively and said OSU has negotiated a purchase of that property. He said the Center for Innovation and Economic Development is stepping in during the interim to actually acquire that building. Regarding the request to purchase property contiguous to the main campus, Regent Helm asked if OSU has anything specific in mind for the use of that land. Dr. Bosserman said this is in anticipation. The master planning group has been looking at property around the campus that needs to be acquired. OSU does not have any of it negotiated strongly at this time, but within the next year or so if the economy turns around OSU wants to be in the position to move forward.

Regent Boettcher moved and Regent Hall seconded to authorize the OSU administration to submit to the Oklahoma State Regents for Higher Education a listing of potential projects for inclusion in the Master Real Property Lease Program pursuant to O.S. 70-03206.6a and/or submit a request to the Governor, the Speaker of the House of Representatives, and the President Pro Tempore of the State Senate, pursuant to O.S. 70-3980.4.E., seeking approval to issue bonds.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion passed.

G-4 Approval of Lease Agreement for Office Space

Dr. Bosserman requested Board approval to enter into an agreement with Tulsa Technology Center to lease space currently utilized by CHS to house the Center for Aerospace and Hyperbaric Medicine. He further requested Board approval to allow President Hargis to execute the lease, subject to Legal Counsel review.

Regent Boettcher moved and Regent Helm seconded to enter into an agreement with Tulsa Technology Center to lease space currently utilized by CHS to house the Center for Aerospace and Hyperbaric Medicine and to allow President Hargis to execute the lease, subject to review by Legal Counsel.

Those voting aye: Board Members Boettcher, Burns, Hall, Helm, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

H-1 Approval for Addendum to Contract with Clean Energy

Dr. Bosserman requested Board approval to add an addendum to the contract with Clean Energy for the compressed natural gas fueling station. He said OSU was assured by ONG when the station was originally planned that ONG could provide gas at 125 psi. Later on their engineers reviewed that and realized that only 45 psi could be provided to the site. The cost to provide equipment to boost the pressure from 45 psi to 125 psi is \$140,000.

Regent Helm moved and Regent Lester seconded to add an addendum to the contract with Clean Energy for the compressed natural gas fueling station as presented.

Those voting aye: Board Members Burns, Hall, Helm, Lester, Massey, Anthony, and Boettcher. No: None. Abstentions: None. Absent: Peach and Watkins. The motion passed.

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

Dr. Bosserman requested Board approval for the President to execute an amendment to the annual contract with the OSU Foundation for development and fund-raising services for OSU-Tulsa. This request came from the President of OSU-Tulsa.

Regent Helm moved and Regent Hall seconded to authorize the President to execute an amendment to the annual contract with the OSU Foundation for development and fund-raising services for OSU-Tulsa.

Those voting aye: Board Members Hall, Helm, Lester, Massey, Anthony, Boettcher, and Burns. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

I-1 Approval to Select an Architect for the McElroy Hall Expansion and Renovation

Dr. Bosserman requested Board approval to select an Architect to assist the University with the expansion and renovation of McElroy Hall for the Center for Veterinary Health Sciences. He said this request was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher said the Fiscal Affairs Committee met with the OSU administration concerning approval to select an Architect to assist the University with the expansion and renovation of McElroy Hall for the Center for Veterinary Health Sciences. He said Dr. Bosserman provided information concerning the process. The Committee acted to recommend Board approval that Miles Associates, Tulsa, Oklahoma, be selected.

Regent Boettcher moved and Regent Hall seconded to select Miles Associates, Tulsa, Oklahoma, as the Architect to assist the University with the expansion and renovation of McElroy Hall for the Center for Veterinary Health Sciences.

Those voting aye: Board Members Helm, Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

I-2 Approval to Select a Construction Manager At Risk for the McElroy Hall Expansion and Renovation

Dr. Bosserman requested Board approval to select a Construction Manager At Risk to assist the University with the expansion and renovation of McElroy Hall for the Center for Veterinary Health Sciences. He said this item was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that Dr. Bosserman provided information about the methodology used to arrive at the finalists to be considered. The Committee acted to recommend Board approval that Flintco, Tulsa, Oklahoma, be selected.

Regent Boettcher moved and Regent Helm seconded to select Flintco, Tulsa, Oklahoma, as the Construction Manager At Risk to assist the University with the expansion and renovation of McElroy Hall for the Center for Veterinary Health Sciences.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, Hall, and Helm. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

I-3 Approval to Select an Engineering Firm to Provide Enhanced Commissioning Services for the Student Union Expansion and Renovation

Dr. Bosserman requested Board approval to select an engineering firm to provide Enhanced Commissioning Services during the design and construction of the Student Union Project. He said this item was discussed with the Fiscal Affairs Committee.

Regent Boettcher reported that the Committee acted to recommend Board approval to select GWS (Guaranteed Watt Saver Systems, Inc.), Oklahoma City, Oklahoma, as the engineering firm to provide Enhanced Commissioning Services during the design and construction of the Student Union project.

Regent Boettcher moved and Regent Hall seconded to select GWS, Oklahoma City, Oklahoma, as the engineering firm to provide Enhanced Commissioning Services during the design and construction of the Student Union project.

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: Watkins and Peach. The motion was approved.

I-4 Approval to Begin the Selection Process for an Architect to Prepare a Master Plan for the Possible Expansion and Renovation of Human Environmental Sciences

Dr. Bosserman requested Board approval to begin the selection process for an Architect to assist the University with a master plan for the possible expansion and renovation of the buildings occupied by the College of Human Environmental Sciences. He said this item was discussed with the Fiscal Affairs Committee.

Regent Boettcher said the Fiscal Affairs Committee met with the OSU administration regarding approval to begin the selection process for an Architect to assist the University with a master

plan for the possible expansion and renovation of the buildings occupied by the College of Human Environmental Sciences. The project is in accordance with the OSU campus master plan, which anticipates an expansion of approximately 90,000 square feet. Regent Boettcher said the Committee acted to recommend Board approval to begin the selection process.

Regent Boettcher moved and Regent Hall seconded to authorize Oklahoma State University to begin the selection process for an Architect to assist the University with a master plan for the possible expansion and renovation of the buildings occupied by the College of Human Environmental Sciences with a recommendation for the selection of an Architect to be presented to the Board at a future meeting.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

I-5 Approval to Begin the Selection Process for an Architect to Prepare a Master Plan for a Performing Arts Center, Providing Facilities for the Departments of Music and Theater

Dr. Bosserman requested Board approval to begin the selection process for an Architect to assist the University with a master plan for the possible construction of a Performing Arts Center, providing facilities for the Departments of Music and Theater. He said this item was discussed with the Fiscal Affairs Committee.

Regent Boettcher reported that the Committee acted to recommend Board approval to authorize Oklahoma State University to begin the selection process.

Regent Boettcher moved and Regent Hall seconded to authorize Oklahoma State University to begin the selection process for an Architect to assist the University with a master plan for the possible construction of a Performing Arts Center, providing facilities for the Departments of Music and Theater, with a recommendation for the selection of an Architect to be presented to the Board at a future meeting.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins and Peach. The motion was approved.

I-6 Approval to Begin Consultant Selection Process for an Architect to Assist the University in Designing and Building a Transit Operations and Maintenance Facility

I-7 Approval to Begin Consultant Selection Process for a Construction Manager At Risk to Assist the University in Designing and Building a Transit Operations and Maintenance Facility

Dr. Bosserman requested Board approval to begin the consultant selection process for an Architect and a Construction Manager at Risk to assist the University in the design and construction of a Transit Operations and Maintenance Facility. He said these requests were discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that the Fiscal Affairs Committee acted to recommend Board approval to begin the selection processes.

Regent Boettcher moved and Regent Hall seconded to authorize Oklahoma State University to begin the selection process for an Architect and a Construction Manager at Risk to assist the University in the design and construction of a Transit Operations and Maintenance Facility, with recommendations for selection to be presented to the Board at a future meeting.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

I-8 Approval to Select a Construction Manager at Risk for Cow Creek Restoration and Streambank Stabilization

Dr. Bosserman requested Board approval to select a Construction Manager at Risk for the Cow Creek Restoration and Streambank Stabilization project. Dr. Bosserman said this item was discussed with the Fiscal Affairs Committee.

Regent Boettcher reported that the Committee acted to recommend Board approval to select Lippert Bros., Inc., Oklahoma City, Oklahoma, as the Construction Manager at Risk for this project.

Regent Boettcher moved and Regent Hall seconded to select Lippert Bros., Inc., Oklahoma City, Oklahoma, as the Construction Manager at Risk for the Cow Creek Restoration and Streambank Stabilization project.

Those voting aye: Board Members Boettcher, Burns, Hall, Helm, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Peach and Watkins. The motion passed.

J Purchase Requests

Dr. Bosserman presented the Purchase Requests and recommended their approval from the lowest and best bidders through the competitive bidding process or from State contract vendors, subject to the availability of funds and budgetary limitations. (These requests are listed on pages 10 and 11 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 3-12-4-09.)

Dr. Bosserman referenced purchase request No. 3. He said OSU received interim approval from the Executive Secretary so that OSU could begin on that project immediately. This request involved a sewage line break which flooded the Multimodal Transportation Terminal.

Regent Burns moved and Regent Boettcher seconded to ratify interim approval granted by the Executive Secretary to declare an emergency and to waive notice and bidding requirements of the Oklahoma Competitive Bidding Act to purchase labor, materials, equipment, and services from an OSU contract supplier, Belfor, USA, to remediate contaminated areas of the Multimodal Transportation Terminal; to install a temporary portable building to house displaced operations; to dispose of contaminated non-salvageable equipment; and to purchase replacement furnishing and equipment (purchase request No. 3, page 10, OSU Agenda).

Those voting aye: Board Members Burns, Hall, Helm, Lester, Massey, Anthony, and Boettcher. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

Balance of Purchase Requests

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

Those voting aye: Board Members Hall, Helm, Lester, Massey, Anthony, Boettcher, and Burns. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

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

MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that George A. Gries, former Dean, College of Arts and Sciences, and Professor, Botany, Retired, was claimed by death on November 11, 2009; and

WHEREAS, Dr. Gries, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from July 1, 1968, to the date of his retirement, July 1, 1982, and as a citizen worthy of commemoration and respect; and

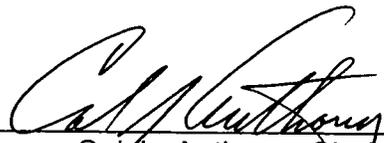
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 4th day of December 2009.



Calvin Anthony, Chair

MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Kathryn Grace Harrison Robbins, Coordinator, Tulsa Area Prevention Resource Center, OSU-Tulsa, was claimed by death on October 10, 2009; and

WHEREAS, Ms. Robbins, by her loyalty, attention to duty, and faithful performance rendered service as a staff member of Oklahoma State University from January 22, 1990, to the date of her death, October 10, 2009, and as a citizen worthy of commemoration and respect; and

WHEREAS, her friends and Oklahoma State University have suffered irreparable loss in her passing:

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

THAT it takes this method to express its appreciation for the years of useful service rendered by Ms. Robbins to 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 State University's staff members.

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

Adopted by the Board the 4th day of December 2009.



Calvin Anthony, Chair

MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Ron R. Sanders, Staff Physician, Retired, University Health Services, Division of Student Affairs, was claimed by death on November 4, 2009; and

WHEREAS, Dr. Sanders, by his loyalty, attention to duty, and faithful performance rendered service as a staff member of Oklahoma State University from January 11, 1988, to the date of his retirement, September 1, 2004, and as a citizen worthy of commemoration and respect; and

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

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

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

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

Adopted by the Board the 4th day of December 2009.



Calvin Anthony, Chair

December 4, 2009

OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

Dr. David Bryant, President, and Mr. Larry Peters, Vice President for Fiscal Affairs, appeared before the Board of Regents to present the business of Oklahoma Panhandle State University and review the Agenda for members of the Board.

Dr. Bryant expressed appreciation to President Haysbert and her staff for the outstanding hospitality. He said the dinner and festivities last evening were wonderful.

Dr. Bryant reported that OPSU's Centennial Birthday Party was held on November 1, 2009, and during that celebration the new Centennial Park on campus was dedicated and a time capsule was unveiled. It is a beautiful work of art from the students in the Art Department and will be on permanent display in the University Library.

School Fees, Special Fees, and Course Fees

Dr. Bryant said the request regarding approval of school fees, special fees, and course fees was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting this morning.

Regent Massey reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma Panhandle State University. The Committee acted to recommend that this item be tabled and that the Committee meet prior to the next Board meeting regarding this matter.

Regent Helm said he would recommend that the other institutions considering fee increases be asked to consult with Dr. Wilson. He said now is the time to address this topic for all the institutions.

Chairman Anthony told Dr. Bryant that the Regents are 100 percent supportive of the work that is being done at OPSU and that Dr. Bryant is doing a wonderful job. He said the Regents realize that OPSU has certain needs, and the Regents want to try to meet those needs. However, he said he believes the Board needs to refocus on some of the key issues that were addressed during the Committee meeting—not just for OPSU but for all of the institutions. He said a plan needs to be developed that would be acceptable and also meet the needs. Chairman Anthony said he wanted Dr. Bryant and the other college presidents to know that the Board understands the tremendous pressures the institutions are facing with growing enrollment and declining revenue. Chairman Anthony said the Regents will do their best to be sensitive to those needs.

Regent Massey said before the next meeting he would request that the Regents receive additional information regarding fees and tuition over the past five to six years for all the institutions. He thought it would be good for the Committee to meet before the next Board meeting to discuss this so that the Committee members will be better prepared for the next meeting. Chairman Anthony said he believes background information would be helpful. He said he appreciates the

Committee's willingness to take on this project because it is something everyone continually has to address.

Regent Massey moved and Regent Lester seconded to table the request regarding approval of school fees, special fees, and course fees.

Those voting aye: Board Members Helm, Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

Approval to Select Construction Manager At Risk for Electrical Upgrade

Dr. Bryant said the request to select a Construction Manager at Risk for the Electrical Upgrade project on the OPSU campus was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher said the Fiscal Affairs Committee met with the administration of Oklahoma Panhandle State University regarding the request to select a Construction Manager at Risk for the Electrical Upgrade project on the OPSU campus. The Committee voted to recommend that Wiley Hicks Jr., Inc., Amarillo, Texas, be selected.

Regent Boettcher moved and Regent Hall seconded to select Wiley Hicks Jr., Inc., Amarillo, Texas, as the Construction Manager at Risk for the Electrical Upgrade project on the OPSU campus.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, Hall, and Helm. No: None. Abstentions: None. Absent: Peach and Watkins. The motion passed.

Approval to Select an Electrical Engineer for Electrical Upgrade

Dr. Bryant said the request to select an Electrical Engineer to assist Oklahoma Panhandle State University with the Electrical Upgrade project on the OPSU campus was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that the Fiscal Affairs Committee met with the OPSU administration regarding the selection of an Electrical Engineer for the Electrical Upgrade project. He said the Committee acted to recommend Board approval to select Reynolds Engineering Associates, Inc., Amarillo, Texas.

Regent Boettcher moved and Regent Hall seconded to select Reynolds Engineering Associates, Inc., Amarillo, Texas, as the Electrical Engineer for the Electrical Upgrade project on the campus of Oklahoma Panhandle State University.

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, Helm, and Lester. No: None. Abstentions: None. Absent: Peach and Watkins. The motion was approved.

Balance of Agenda

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

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Helm, Lester, and Massey. No: None. Abstentions: None. Absent: Peach and Watkins. The motion carried.

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

OKLAHOMA PANHANDLE STATE UNIVERSITY
Goodwell, Oklahoma

November 25, 2009

Board of Regents for Oklahoma A & M Colleges

Dear Board Members,

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

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

None

Part B---Resolutions

None

Part C---Policy and Operational Procedures

None

Part D---Personnel Actions

None

Part E---Instructional Programs

None

Part F---Budgetary Actions

1. School Fees

Board approval is requested for the following FY 2011 School fees for the School of Business and Technology, School of Liberal Arts, and University College (OPSU's Bridge Program). Students taking courses in these schools would pay a per credit hour fee for each course taken in the school. The revenue generated would be used to support faculty positions in these schools and also fund critical instructional equipment (OSRHE request forms are attached).

a. School of Business and Technology

- 1) Description: A per credit hour fee of \$15/CH to fund an additional Instructor of Computer Science position and to fund specialized computer equipment for the Computer Information Systems Program.
- 2) Revenue: The fee would generate \$98,835 per academic year. A total of \$53,795 (salary and benefits) would be used for the faculty position and \$45,040 for computer equipment.
- 3) Justification: Securing base funding for an additional position and the renewal of computer equipment to keep pace with student growth and

demand for courses is critical to the continued success of the Computer Information Systems Program at OPSU.

b. University College (OPSU's Bridge Program)

- 1) Description: A per credit hour fee of \$15/CH to fund the instruction of additional courses.
- 2) Revenue: The fee would generate \$31,995 of revenue to support new instruction.
- 3) Justification: Securing additional funding is necessary to expand the course sections of University College. We are currently not able to offer enough developmental course sections to meet the demand.

c. School of Liberal Arts

- 1) Description: A per credit hour fee of \$15/CH to fund new instructor positions in Liberal Arts focusing on Freshman English and Social Sciences.
- 2) Revenue: The fee would generate \$131,310 of revenue. A total of \$92,000 (salary and benefits) would be used to support two instructor positions and \$39,130 would be used for instructional equipment (smart classroom development).
- 3) Justification: Additional instructors are needed to service the growing number of freshmen students at OPSU. Currently, we are not able to accommodate the class needs of all entering freshmen.

2. Other Special Fees (Auxiliary)

Board approval is requested for the following Special Fees in the Auxiliary category (OSRHE request forms are attached):

a. Student Safety and Security fee.

- 1) Description: A per credit hour fee of \$10/CH to help fund increased safety, Health Center, security, and incident preparedness requirements related to a twelve-year high in enrollment at OPSU.
- 2) Revenue: Total projected revenue for FY 2011 is \$168,750.
- 3) Justification: Fee approval will insure adequate revenue to support the safety and security needs of a record number of students attending OPSU. All newly enrolled students will be charged the fee starting with the Fall 2010 semester.

b. Parking Fee.

- 1) Description: The current fee charged to all students that park a vehicle on campus would be raised from \$6 per year to \$10 per year. The additional revenue would enable improved annual maintenance and repair of campus parking lots and streets.
- 2) Revenue: A total of \$3,200 of additional revenue would be generated for an annual total of \$8,000 starting in FY 2011.
- 3) Justification: The additional revenue would help move OPSU towards a more realistic maintenance and repair budget for parking lots and streets. This is especially important given the amount of new paving accomplished as part of Centennial year improvements on campus that will soon require annual maintenance and repair.

3. Course Fees: Board approval is requested for the following FY 2011 fees:
 - a. Criminal Justice Skills Instruction Fee
 - 1) Description: A per credit hour fee of \$15/CH to help fund specialized Council on Law Enforcement Education and Training (CLEET) instruction and equipment for the Criminal Justice Program. Fee will be charged for all courses with the CJ prefix.
 - 2) Revenue: Total projected revenue for FY 2011 is \$4,770.
 - 3) Justification: Fee approval insures funding for the program. Revenue will be used to pay instructors and purchase weapons, radar equipment, intoxilyzers, and other specialized equipment.
 - b. Rock/Mineral Kit Fee
 - 1) Description: A per credit hour fee of \$25/CH to fund rock/mineral kits for online Earth Science classes.
 - 2) Revenue: Total projected revenue for FY 2011 is \$2,250.
 - 3) Justification: Online students will be able to receive the kits needed for their Earth Science classes (by mail) if this fee is approved.

Note: The fees requested in Part F---Budgetary Actions will not impact the comparative advantage OPSU enjoys with its closest competitors for students.

Part G---Other Business and Financial Matters

None

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

None

Part I---New Construction or Renovation of Facilities

1. DESCRIPTION: Approval to Select Construction Manager at Risk for Electrical Upgrade (Oklahoma Panhandle State University)

Board approval is requested to select a Construction Manager at Risk for the Electrical Upgrade project on the Oklahoma Panhandle State University campus in Goodwell, Oklahoma.

The firms listed below, in order of receipt, are qualified to perform Construction Manager at Risk work for the project.

The Ross Group Construction Corp., Tulsa, Oklahoma
 Wiley Hicks Jr. Inc., Amarillo, Texas

On September 21, 2009, a letter was sent to the State Construction Administrator for the Department of Central Services requesting a list of consultants with the necessary credentials on file in that office. A list of 41 firms was provided.

On October 6, 2009, letters were written to the 41 firms informing them of Oklahoma Panhandle State University's intention to engage a Construction Manager at Risk for the project and inviting them to advise the University of their interest.

Two firms expressed an interest.

Two firms were invited to interview on November 10, 2009. The two firms listed above, in order of receipt of submittal, are qualified to perform Construction Manager at Risk work for the project.

The firms were evaluated on the following criteria:

- Overall Experience
- Management Team Staff
- Specialized Experience
- Professional or Specialized Staff
- Project Approach/Work Plan
- Minority Inclusion Policy
- Sustainability Experience
- Budget, Cost and Schedule Management
- OSU System/A&M Presence
- Feedback

The firms identified above were determined to be qualified to be the Construction Manager at Risk for the Electrical Upgrade for Oklahoma Panhandle State University at Goodwell, Oklahoma.

FUNDING NEEDS AND SOURCE IDENTIFIED:

\$1,700,000 funding for the electrical upgrade will be from Master Lease Funds.

2. DESCRIPTION: Approval to Select an Electrical Engineer for Electrical Upgrade (Oklahoma Panhandle State University)

Board approval is requested to select an Electrical Engineer to assist Oklahoma Panhandle State University with the Electrical Upgrade project on the Oklahoma Panhandle State University campus in Goodwell, Oklahoma.

The firms listed below, in order of receipt, are qualified to perform Electrical Engineer service for the project.

Flynt & Kallenberger, Inc., Broken Arrow, OK
Reynolds Engineering Associates, Inc., Amarillo, Texas

On September 21, 2009, a letter was sent to the State Construction Administrator for the Department of Central Services requesting a list of consultants with the necessary credentials on file in that office. A list of 31 firms was provided.

On October 6, 2009, letters were written to the 31 firms informing them of Oklahoma Panhandle State University's intention to engage an Electrical Engineer for the project and inviting them to advise the University of their interest. Two firms expressed an interest.

Two firms were invited to interview on November 10, 2009. The two firms listed above, in order of receipt of submittal, are qualified to perform Electrical Engineer

work for the project.

The firms were evaluated on the following criteria:

Overall Experience
Management Team Staff
Specialized Experience
Professional or Specialized Staff
Project Approach/Work Plan
Minority Inclusion Policy
Sustainability Experience
Budget, Cost, and Schedule Management
OSU System/A&M Presence
Feedback

The firms identified above were determined to be qualified to be the Electrical Engineer for the Electrical Upgrade for Oklahoma Panhandle State University at Goodwell, Oklahoma.

FUNDING NEEDS AND SOURCE IDENTIFIED:

\$1,700,000 funding for the electrical upgrade will be from Master Lease Funds.

Part J---Purchase Requests

None

Part K---Student Services/Activities

None

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

None

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

1. OPSU's Centennial Birthday Party was held on November 1, 2009.
2. The October 2009 Summary of Out-Of-State Travel is attached.
3. The November/December President's Update is attached.

Respectfully submitted,



David A. Bryant
President

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Special Instruction Fees
To Be Effective Fall 2010

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

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

Special Instruction Fees. Fees assessed students enrolling in specific courses. Examples include private instruction, private applied music lessons, special course fees for certain physical education courses, and aviation courses. Included in this category are the remedial course fees, electronic media fees, correspondence course fees, and off-campus fees.

Institution Name: Oklahoma Panhandle State University

Name of Fee: School of Business and Technology Fee

Course Prefix and Course Numbers: All courses with the attached prefixes
(For multiple courses you may attach a summary list to the back of this form.)

Change in Academic Services Fee Rate		Fee to be assessed as indicated below (check all that apply).			
Current Fee	\$ -	Per Credit Hour	XX	Lower Division	
Proposed Fee	\$ 15.00	Per Course		Upper Division	
Change	\$ 15.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	YES	Annually		Professional	
Date fee was last changed --->	N/A	Date approved by local governing board: --->			

Comments: This fee will be used to fund an additional Instructor of Computer Science and to fund specialized computer equipment for the Computer Information Systems program.

Describe the basis for the amount of the fee: The basis for the amount of the fee was decided with regard to enrollment in these classes per semester. The fee that has been proposed should be sufficient to cover the above uses.

Describe the use of revenue collected: Revenue collected will be used to keep pace with the growth in students in the School of Business and Technology by increasing faculty and providing for instructional equipment on a continual basis, especially computer equipment to insure that the latest technology is available to students.

Consequence if fee is not approved: The Computer Information Systems program will not be able to keep pace with student increases and demand for courses.

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

Explain: Students were questioned informally about the fee increase. The administration also meets with the student government leadership on a monthly basis and discusses fees of this type. The general student response has been supportive.

Projected New Revenue for FY11	\$ 98,835
Estimated Revenue for FY10	\$ -
Total Projected Revenue for FY11	\$ 98,835

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Special Instruction Fees

To Be Effective Fall 2010

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

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

Special Instruction Fees. *Fees assessed students enrolling in specific courses. Examples include private instruction, private applied music lessons, special course fees for certain physical education courses, and aviation courses. Included in this category are the remedial course fees, electronic media fees, correspondence course fees, and off-campus fees.*

Institution Name: Oklahoma Panhandle State University

Name of Fee University College (Bridge Program) Fee

Course Prefix and Course Numbers Courses with the following prefixes: UCEN, UCMA
(For multiple courses you may attach a summary list to the back of this form.)

Change in Academic Services Fee Rate		Fee to be assessed as indicated below (check all that apply).			
Current Fee	\$ 25.00	Per Credit Hour	XX	Lower Division	
Proposed Fee	\$ 40.00	Per Course		Upper Division	
Change	\$ 15.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	Yes	Annually		Professional	
Date fee was last changed --->	Fall 2005	Date approved by local governing board: --->			

Comments: **This fee will be used to support additional faculty resources for the University College.**

Describe the basis for the amount of the fee: **The basis for the amount of the fee was decided with regard to enrollment in these classes per semester. The fee that has been proposed should be sufficient to cover the uses below.**

Describe the use of revenue collected: **The revenue collected will be used to continue to keep pace with the growth of programs in the University College through an increase in faculty resources and equipment upgrades as needed. Currently, OPSU is not able to offer enough course sections to meet the demands in Unversity College.**

Consequence if fee is not approved: **This would result in an insufficient number of courses offered each semester causing some students to put off taking critical developmental classes.**

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

Explain: **Students were questioned informally about fee increases. The administration also meets with the student government leadership on a monthly basis and discusses fees of this type. The general student responses have been supportive.**

Projected New Revenue for FY11	\$ 31,995
Estimated Revenue for FY10	\$ 53,325
Total Projected Revenue for FY11	\$ 85,320

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Special Instruction Fees

To Be Effective Fall 2010

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

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

Special Instruction Fees. Fees assessed students enrolling in specific courses. Examples include private instruction, private applied music lessons, special course fees for certain physical education courses, and aviation courses. Included in this category are the remedial course fees, electronic media fees, correspondence course fees, and off-campus fees.

Institution Name: Oklahoma Panhandle State University

Name of Fee: School of Liberal Arts Fee

Course Prefix and Course Numbers: All courses with the attached prefixes
(For multiple courses you may attach a summary list to the back of this form.)

Change in Academic Services Fee Rate		Fee to be assessed as indicated below (check all that apply).			
Current Fee	\$ -	Per Credit Hour	XX	Lower Division	
Proposed Fee	\$ 15.00	Per Course		Upper Division	
Change	\$ 15.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	YES	Annually		Professional	
Date fee was last changed --->	N/A	Date approved by local governing board: --->			

Comments: This fee will be used to fund new instructor positions in Liberal Arts focusing on Freshman English and Social Sciences.

Describe the basis for the amount of the fee: The basis for the amount of the fee was decided with regard to enrollment in these classes per semester. The fee that has been proposed should be sufficient to cover the above uses.

Describe the use of revenue collected: Revenue collected will be used to keep pace with student demand for courses in the Liberal Arts area through increased faculty positions and updated instructional equipment on a continual basis. Currently, we are not able to accommodate the class needs of all entering freshmen.

Consequence if fee is not approved: This would result in an insufficient number of courses being offered each semester causing some students to put off taking classes until their junior or senior year.

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

Explain: Students were questioned informally about fee increases. The administration also meets with the student government leadership on a monthly basis and discusses fees of this type. The general student response has been supportive.

Projected New Revenue for FY11	\$ 131,310
Estimated Revenue for FY10	\$ -
Total Projected Revenue for FY11	\$ 131,310

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Other Special Fees

To be effective Fall 2010

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

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

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

Institution Name:

Name of Fee

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

Academic Services Fee Change		Fee to be assessed as indicated below			
Current Fee	\$ -	Per Credit Hour	x	Lower Division	
Proposed Fee	\$ 10.00	Per Course		Upper Division	
Change	\$ 10.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->		Annually		Professional	
Date fee was last changed --->		Date approved by local governing board: --->			
Comments: Will be charged to newly enrolled students at OPSU beginning in the Fall 2010 semester.					

Describe the basis for the amount of the fee: Increased revenue needed to more adequately address increased safety, Health Center, security and incident preparedness requirements related to a twelve year high at enrollment at OPSU.

Describe the use of revenue collected: Fund personel, equipment and training necessary to meet present requirements. A total of \$168,750 should be generated by the fee.

Consequence if fee is not approved: Inadequate preparedness and less ability to meet the needs of new students.

Was Student comment solicited on this fee change and use of this fee?

Explain: The student government leadership was consulted on this fee and the general response was supportive.

Projected New Revenue for FY11	\$ 168,750
Estimated Revenue for FY10	
Total Projected Revenue for FY11	\$ 168,750

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Other Special Fees

To be effective Fall 2010

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

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

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

Institution Name:

Name of Fee

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

Academic Services Fee Change		Fee to be assessed as indicated below			
Current Fee	\$ 6.00	Per Credit Hour		Lower Division	x
Proposed Fee	\$ 10.00	Per Course		Upper Division	x
Change	\$ 4.00	Per Semester		Graduate Level	n/a
Is this a new fee? Yes/No --->		Annually	x	Professional	
Date fee was last changed --->		Date approved by local governing board: --->			

Comments: This fee will be charged to all students that park a vehicle on campus.

Describe the basis for the amount of the fee: The current fee generates \$4,800 per year and the proposed fee will generate \$8,000 per year. The additional amount generated \$3,200, is needed to develop a more adequate revenue stream for annual maintenance and repair of campus parking lots and streets.

Describe the use of revenue collected: Maintenance and improvement of campus parking areas and streets.

Consequence if fee is not approved: Permanent damage to parking areas and streets will occur without an adequate revenue stream for maintenance and repair.

Was Student comment solicited on this fee change and use of this fee?

Explain: The student government leadership was consulted on this fee and the general response was supportive.

Projected New Revenue for FY11	\$ 3,200
Estimated Revenue for FY10	\$ 4,800
Total Projected Revenue for FY11	\$ 8,000

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Special Instruction Fees

To Be Effective Fall 2010

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

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

Special Instruction Fees. Fees assessed students enrolling in specific courses. Examples include private instruction, private applied music lessons, special course fees for certain physical education courses, and aviation courses. Included in this category are the remedial course fees, electronic media fees, correspondence course fees, and off-campus fees.

Institution Name: Oklahoma Panhandle State University Fees

Name of Fee: Criminal Justice Skills Instruction Fee

Course Prefix and Course Numbers: All courses with CJ (Criminal Justice) prefix see attached list
(For multiple courses you may attach a summary list to the back of this form.)

Change in Academic Services Fee Rate		Fee to be assessed as indicated below (check all that apply).			
Current Fee	\$ -	Per Credit Hour	XX	Lower Division	
Proposed Fee	\$ 15.00	Per Course		Upper Division	
Change	\$ 15.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	YES	Annually		Professional	
Date fee was last changed --->	N/A	Date approved by local governing board: --->			

Comments: Will be used to fund specialized law enforcement instructors. It will also be used to enhance delivery of instruction and to purchase specialized equipment.

Describe the basis for the amount of the fee: The \$15.00 per credit hour was based on the need to generate adequate funding to support the instruction and equipment necessary for the Criminal Justice program.

Describe the use of revenue collected: Revenue collected will be used to pay instructors with Council on Law Enforcement Education and Training (CLEET) certification to teach Collegiate Officer Program (COP)/skills courses as required in CLEET objectives. Revenue will also be used to purchase weapons, radar equipment, intoxilyzers and other specialized equipment.

Consequence if fee is not approved: If the fee is not approved, the source of funds cannot be assured, thus, putting both courses and the degree program in jeopardy.

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

Explain: Students affected by the increase were informally spoken to and questioned. Also the administration meets with the student government leadership on a monthly basis and discusses fees of this type. The general student response has been supportive.

Projected New Revenue for FY11	\$ 4,770
Estimated Revenue for FY10	\$ -
Total Projected Revenue for FY11	\$ 4,770

Criminal Justice courses

Prefix	Crs. #	Title
CJ	1013	Introduction to Law Enforcement
CJ	1033	Criminal Law
CJ	1043	Rules and Procedures of Criminal Evidence
CJ	1212	Traffic Laws and Enforcement
CJ	1221	Radar/Lidar
CJ	1231	Standard Field Sobriety Testing (SFST)
CJ	1313	Patrol Procedures
CJ	2063	Principles of Criminal Investigation I
CJ	2073	Criminal Investigations II
CJ	2083	Organization and Administration of Law
CJ	2102	Emergency First Aid
CJ	2113	Defensive Tactics
CJ	2211	Emergency Vehicle Operation
CJ	2213	Fire Arms
CJ	2333	Community Relations and Ethics
CJ	2221	Police Records and Reports
CJ	2512	Occupational Proficiency

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Classroom/Laboratory Supply and Material Fees

To be effective Fall 2010

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

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

Classroom/Laboratory Supply and Material Fees. Fees assessed students for courses that require a large amount of consumable supplies for items such as laboratory breakage and replacement, art supplies and materials for the natural sciences.

Institution Name:

Name of Fee

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

Academic Services Fee Change		Fee to be assessed as indicated below			
Current Fee	\$ -	Per Credit Hour		Lower Division	
Proposed Fee	\$ 25.00	Per Course	XX	Upper Division	
Change	\$ 25.00	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	YES	Annually		Professional	
Date fee was last changed --->	N/A	Date approved by local governing board: --->			

Comments: Access to rock/mineral kits is needed by online students taking Earth Science classes, and this fee would insure that these students have kits.

Describe the basis for the amount of the fee: The rock/mineral samples that are put together and mailed will cost the \$25.00 amount that OPSU would like to charge students.

Describe the use of revenue collected: The revenue collected would be used to purchase and ship the items that are used in the mineral/rock collections for online students.

Consequence if fee is not approved: If the fee is not approved, the students would not have the materials necessary to complete work that is required for online Earth Science courses. The online courses do not allow for students to access rock/mineral collections that are in the lab on the OPSU campus.

Was student comment solicited on this fee change and use of this fee?

Explain: This fee was given to the OPSU Student Senate for comment, and the response was supportive.

Projected New Revenue for FY11
 Estimated Revenue for FY10
 Total Projected Revenue for FY11

\$	2,250
\$	-
\$	2,250

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Oct-09
MONTH

FUND SOURCE	FY10		FY09		FY10		FY09	
	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	23	\$ 5,364.13	17	\$ 5,288.93	45	\$ 16,067.76	28	\$ 8,909.88
FEDERAL								
PRIVATE								
AUXILIARY							2	\$ 516.35
OTHER								
TOTAL	23	\$ 5,364.13	17	\$ 5,288.93	45	\$ 16,067.76	30	\$ 9,426.23



President's Update

A monthly newsletter from the Office of the President

November/December 2009

All faculty and staff are invited to the annual Feliz Navidad Lunch on Tuesday, December 1 in the Ballroom. You may eat at your convenience — serving will be continuous from 11:30-1:00. See you there!

Campus Calendar

- Nov. 26-27 University closed for Thanksgiving break
- Nov. 29 Alpha Chi Initiation, 2 p.m., Ballroom
- Dec. 1 Feliz Navidad Lunch sponsored by the President's Office, serving 11:30-1:00
Men's Basketball vs. Barclay, 7:00 pm
OPSU Band and Choir Concert, 7 p.m. in Centennial Theatre, free for OPSU faculty, staff, students
- Dec. 3 Women's Basketball vs. Hillsdale Baptist, 6:00 p.m.
Men's Basketball vs. Hillsdale Baptist, 8:00 p.m.
- Dec. 7-10 Final Exams
- Dec. 15 Final Grades Due in Registrar's Office by noon
- Dec. 17 Women's Basketball vs. St. Mary's University, 5:30 p.m.
Men's Basketball vs. St. Mary's University, 8:00 p.m.
- Dec. 19 Class of 2009 Nursing Pinning Ceremony
- Dec. 19 Women's Basketball vs. Incarnate Word, 2:00 p.m.
Men's Basketball vs. Incarnate Word, 4:30 p.m.
- Dec. 20 Tuba Christmas, 2 p.m., Centennial Theatre — Contact Matthew Saunders for details.
- Dec. 24-Jan. 3 University closed for holidays

The OPSU Programming Team competed at the Association of Information Technology Professionals (AITP) Regional competition October 22-24 at the University of Texas — Dallas. The OPSU team placed in four of the six contests: 1st place in Network Design, **Blake Westbrook** and **Klay Kuban**; 2nd place in Network Design, **Blake Davis** and **Jonathan Faulkner**; 3rd place in Application Development, **J. B. Test**, **Nick Tuttle** and **Jonathan Faulkner**; 3rd place in Microsoft Office Solutions, **Zane Greene** and **Lance Shelite**; 3rd place in PC Troubleshooting, **Tim Justice** and **Josh Armstrong**. The team travels to national competition in March.

Helen Muller, a longtime professor and administrator at OPSU, was inducted posthumously into the Oklahoma Higher Education Heritage Society's (OHEHS) Hall of Fame on October 27, 2009. OHEHS strives to preserve the heritage and history of higher education in Oklahoma and to promote awareness of higher education's vital role in the state's social, cultural, economic and educational development.

A great young cast of five OPSU students including **Alexander Anderson**, **Amber Foster**, **Owen Larson**, **Elizabeth McCulloch**, and **Angelena Reed** performed two one-act plays written by local playwright Andrea Mendoza-Williams of Guymon. Directed by Tito Aznar, the students presented *Midnight Train* and *Small Degrees of Clarity*. Ms. Mendoza-Williams commented "It couldn't have been any better even if it had been on Broadway to watch it come to life."



Jennifer Frieling

Jennifer started work at OPSU a little over a year ago in the Business Office as the accounts payable clerk. She recently took over another position and

moved across campus to take over as the Administrative Assistant in the Physical Plant. "I was ready for a new challenge. I hope to help Bob accomplish some of his goals," she said. Jennifer is responsible for a wide range of duties including organizing and following up on work orders plus taking care of all of the billing for grounds, the motor pool, and maintenance

She grew up in Guymon and graduated from OPSU with a CIS degree in 2007. In fact, she hopes to put her degree to use in organizing the office. Husband Jeff is also an OPSU grad, and he owns and operates his own trucking company. They are raising three sons, Jacob, 15; Chance, 13; and Zackery, 10. All of them attend Goodwell schools and are active in sports.

The busy mom enjoys photography and scrapbooking in her spare time.

Thanks to everyone who helped make the 2009 Chili Cook-Off a success! Fifteen teams competed and approximately 200 people were served.



www.opsu.edu

Did you know that www.opsu.edu gets over 1 million hits per month and has up to 20,000 unique visitors each month? Keeping information on a website updated is a never-ending job. Add to that the need for constant improvement, incorporating the latest technology, and analyzing whether or not pages are effective, and it becomes very clear how important this means of communication really is.

Offering visitors far more than a brief look at the University, it also provides up-to-date information across all departments and also features tools for students, their parents, and prospective students. All of this must be accomplished using a dynamic presentation that is applicable no matter what type of connection, device, or software a visitor uses. Other considerations include ensuring the website complies with Section 508, a ruling that requires government websites be accessible to those with disabilities.

It's all in a day's work for webmaster Nick Tuttle. He recently added an RSS feed, allowing users to subscribe to receive all OPSU news in one place. Nick also added easy links to Facebook, Twitter, MySpace, and other networking sites to allow users to post news articles to their own page on those sites.

Have you noticed the web form on the personnel pages that replaced published email addresses? Doing this cuts down markedly on spam — no longer can a "robot" gather those addresses and use them, which is also the reason a simple question is included with the form.

Nick also would like to add a virtual tour to the website and has already begun making a page for the history of our campus buildings. He appreciates any feedback from users, so let him know if you find a problem or would like to see something added. Contact him at 1353 or email webmaster@opsu.edu.

David A. Bryant
David A. Bryant, President

December 4, 2009

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Jeff Hale, President, and Ms. Jessica Boles, Vice President for Fiscal Affairs, appeared before the Board of Regents to present the business of Northeastern Oklahoma A&M College and review the Agenda for members of the Board.

Dr. Hale presented the latest publication of the NEO newsletter. Items of information from the newsletter include NEO athletics launching its website, which puts NEO on the cutting edge of junior college athletic websites; the dedication of the Dr. Jerry & Jan Carroll Presidential Garden; the faculty and staff raising more than \$11,000 to support the local United Way campaign; and the receipt of a gift from the Walton Family Foundation.

Dr. Hale said NEO has a very important site visit scheduled for February 15-17, 2010, from the Higher Learning Commission. He said he has been working with Dr. Wilson to make sure that these dates are on the Chairman's calendar as well as his calendar. In all likelihood there will be either a visit with the Board or a conference call with the Board.

Dr. Hale said he and Dr. Nero are working in coordination with the other two-year college presidents to develop a statewide degree program. Four-year institutions currently have such a program in place called Reach Higher. The State Regents have supported that program in the amount of approximately \$600,000 annually. The four-year institutions have about 250 students enrolled after one year in that program. He said he wanted the Board to be aware that NEO and Connors are working on that project.

Dr. Hale said on Wednesday of this week the College Foundation received the largest gift in the history of the College. A press conference is scheduled for December 21, 2009, to officially announce the gift, and he noted that the Regents will receive information and an invitation regarding this event. He said he looks forward to providing the full details at the January Board meeting.

Approval of Supplemental Retirement Program Proposal

Dr. Hale reported that guidelines have been developed for a Supplemental Retirement Program at Northeastern Oklahoma A&M College. He said this item was discussed with members of the Academic Affairs, Policy and Personnel Committee.

Regent Massey reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Northeastern Oklahoma A&M College regarding approval of the Supplemental Retirement Program Proposal. He said President Hale described the plan and potential salary savings. The Committee acted to recommend to the Board approval of the administrative recommendation.

Regent Massey moved and Regent Lester seconded to approve the Supplemental Retirement Program Proposal for Northeastern Oklahoma A&M College as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins, Helm, and Peach. The motion carried.

Approval to Initiate Job Search Process for Dean of the School of Human Environmental Sciences

Regent Burns moved and Regent Hall seconded to approve the job description and minimum required qualifications and to authorize NEO to initiate the job search process for the position of Dean of the School of Human Environmental Sciences as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion passed.

Approval of Purchase Card Program

Dr. Hale requested approval to proceed with the implementation of a purchase card program, including the necessary contractual arrangements, subject to review by Legal Counsel. He said the administration is currently working on developing a purchasing card policy as well as procedures. He said the administration is working closely with OSU, which has had such a program in place for about nine years. Dr. Hale said the policy and procedures will be presented to the Board at the January Board meeting for approval.

Regent Hall moved and Regent Burns seconded to authorize NEO to implement a purchase card program, including the necessary contractual arrangements, subject to review by Legal Counsel.

Those voting aye: Board Members Boettcher, Burns, Hall, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Approval to Begin Selection Procedures for a Construction Manager at Risk for Student Union Renovation

Dr. Hale requested Board approval to authorize Physical Plant Architectural & Engineering Services to begin the selection procedures for a Construction Manager at Risk to assist NEO in

the programming, design, and construction of the Student Union Renovation project and to waive the conceptual drawing portion of the selection process. Dr. Hale said this item was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that the Fiscal Affairs Committee met with the NEO administration regarding this request. He said the Committee acted to recommend Board approval to begin the selection process for a Construction Manager at Risk for the Student Union Renovation project.

Regent Boettcher moved and Regent Hall seconded to authorize Physical Plant Architectural & Engineering Services to begin the selection procedures for a Construction Manager at Risk to assist Northeastern Oklahoma A&M College in the programming, design, and construction of the Student Union Renovation project and to waive the conceptual drawing portion of the selection process.

Those voting aye: Board Members Burns, Hall, Lester, Massey, Anthony, and Boettcher. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Approval to Select an Architect for the Athletic Training Facility – Phase I

Dr. Hale requested Board approval to select an Architect to provide design and construction services for the Athletic Training Facility at Northeastern Oklahoma A&M College. He said this item was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that the Fiscal Affairs Committee met with the NEO administration regarding the selection of an Architect for the Athletic Training Facility – Phase I project. He said the Committee acted to recommend Board approval to select Architects in Partnership, P.C., as the Architect for this project.

Regent Boettcher moved and Regent Hall seconded to select Architects in Partnership, P.C., as the Architect to provide design and construction services for the Athletic Training Facility at NEO.

Those voting aye: Board Members Hall, Lester, Massey, Anthony, Boettcher, and Burns. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion carried.

Approval to Select a Construction Manager at Risk for the Athletic Training Facility – Phase I

Dr. Hale requested Board approval to select a Construction Manager at Risk to provide pre-construction and construction services for the Athletic Training Facility at NEO. He said this item was discussed with members of the Fiscal Affairs Committee.

Regent Boettcher reported that the Fiscal Affairs Committee met with the NEO administration to award a contract for a Construction Manager at Risk for the Athletic Training Facility. The Committee acted to recommend Board approval to select Crossland Construction Company.

Regent Boettcher moved and Regent Hall seconded to select Crossland Construction Company as the Construction Manager at Risk to provide pre-construction and construction services for the Athletic Training Facility at Northeastern Oklahoma A&M College.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Proposed Revision of Policy for Residence Hall Visitation Hours

On behalf of the Student Body Government and Residence Life Council, Dr. Hale requested approval to change the residence hall visitation hours as listed in the NEO Agenda. He said this item was discussed with the Academic Affairs, Policy and Personnel Committee.

Regent Massey reported that the Committee met with the NEO administration regarding approval of changes to residential hall visitation hours. He said President Hale indicated the support for these changes from the Student Body Government and the Residence Life Council. He said the Committee acted to recommend Board approval.

Regent Massey moved and Regent Lester seconded to approve the changes to the residence hall visitation hours as presented.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns and Hall. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion was approved.

Balance of Agenda

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

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, and Lester. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion carried.

Dr. Hale said President Haysbert's hospitality last night was wonderful, and the dinner and concert were incredible.

For the record, Dr. Hale also reported that the NEO men's basketball team did defeat the Connors' basketball team at its game last evening.

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

NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma

December 4, 2009

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

Dear Board Members:

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

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

1. President's Remarks

- November NEO Newsletter

2. Higher Learning Commission (HLC) Focus Visit scheduled for February 15 – 17, 2010

For your information and review, Reference Document #1 is Northeastern Oklahoma A&M College's Strategic Planning Model and a Time Line for Strategic Planning in preparation for the Higher Learning Commission (HLC) focus visit scheduled for February 15-17, 2010.

3. Letter of Intent for Reach Higher Program

For your information and review Reference Document #2 is an example of a letter of intent and a program outline being developed by the Two-Year College Council of Presidents.

PART B - RESOLUTIONS

None

PART C - POLICY AND OPERATIONAL PROCEDURES

1. Supplemental Retirement Program Proposal

Guidelines have been developed for a Supplemental Retirement Program at Northeastern Oklahoma A&M College to be offered to employees who have attained eligibility. The Supplemental Retirement Program Proposal is attached to this agenda (Reference Document #3) and we request approval of this plan. The plan has been reviewed by Legal Counsel.

PART D - PERSONNEL ACTIONS1. Initiate Job Search Process for Dean – School of Human Environmental Sciences

We request approval of the job description and minimum required qualifications and to initiate the job search process for the position of Dean of the School of Human Environmental Sciences. A job description which includes the minimum required qualifications for this position is attached (Reference Document #4).

2. Information Requiring No Action by the Board

- a. Kim Mercer, nursing instructor, resigned effective December 11, 2009.
- b. Gina Manders, Coordinator of Continuing Education, retiring effective December 31, 2009.

PART E - INSTRUCTIONAL PROGRAMS

None

PART F - BUDGETARY ACTIONS

None

PART G - OTHER BUSINESS AND FINANCIAL MATTERS

None

PART H - CONTRACTUAL AGREEMENTS (other than construction and renovation)1. Purchase Card (P-Card) Program

We request approval to proceed with implementation of a p-card program, including the necessary contractual arrangements, subject to Legal Counsel review. We are currently working on a purchasing card policy as well as procedures. The policy and procedures will be presented at the January 2010 board meeting and will be closely aligned with those approved by the Board on April 27, 2001 for Oklahoma State University. No purchase cards will be distributed to employees by our institution until the purchase card policy and all procedures have been approved by the Board.

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**1. Approval to Begin Selection Procedures for a Construction Manager at Risk for Student Union Renovation**

Board approval is requested to authorize Physical Plant Architectural & Engineering Services to begin the selection procedure for a Construction Manager at Risk to assist Northeastern Oklahoma A&M College in the programming, design, and construction of the Student Union Renovation and to waive the conceptual drawing portion of the selection process.

The Student Union Renovation will consist of approximately 38,074 square feet in an existing one-story building on campus that will include the kitchen, cafeteria, ballroom, student lounge, classrooms, meeting rooms, offices, and restrooms. No exterior modifications or additions beyond reroofing and entryway are anticipated. Design and construction shall meet the intent of the minimum requirements of LEED and Energy Star.

Renovations in the Student Union are needed to provide updated food service venues, kitchen upgrade, and meeting spaces for the student body and community organizations. The renovation will be phased to allow the Union to remain operational during construction. Many of the existing facilities are original to the building (1958) and facility maintenance for the kitchen and HVAC systems have become obsolete and replacement parts are not available.

A recommendation for the selection of the Construction Manager at Risk will be presented to the Board at a future meeting. The estimated cost is \$3,500,000 with funding from the Student Union Facility Fee.

2. Approval to Select an Architect for the Athletic Training Facility – Phase I

Board approval is requested to select an Architect to provide design and construction services for the Athletic Training Facility at Northeastern Oklahoma A&M College.

The firms listed below, in order of receipt, are qualified to perform the architectural work for the project:

Studio Architecture
Architects in Partnership, P.C.
MATRIX
GSB, Inc.
Crafton Tull Sparks

On September 29, 2009, a letter was sent to the State Construction Administrator for the Department of Central Services requesting a list of architects with the necessary credentials on file in that office. A list of 78 firms was supplied.

On October 26, 2009, letters were written to the 78 firms informing them of NEO's intent to engage an architect and inviting them to advise us of their interest. Ten firms expressed interest. During November 2009, the screening committee reviewed the qualifications of the ten firms.

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

2. Approval to Select an Architect for the Athletic Training Facility – Phase I (Cont'd)

Five firms were eliminated from further consideration utilizing the following criteria:

- Priority for Type of Work and Specialized Staff
- Experience Working with Construction Manager during Design
- Sustainability Experience
- Minority Inclusion Policy
- Budget, Cost and Schedule Management
- Oklahoma/OSU System/A&M Presence
- Feedback

Personnel from the five remaining firms were invited for interviews on December 2, 2009.

Funding Needs and Source Identified:

- \$800,000 Odfa Master Real Lease 2007A
- \$750,000 Flood Settlement Proceeds
- \$150,000 Private Funds

This project was originally approved by the Board on October 23, 2009.

3. Selection of a Construction Manager at Risk for the Athletic Training Facility – Phase I

Board approval is requested to select a construction manager at risk to provide pre-construction and construction services for the Athletic Training Facility at Northeastern Oklahoma A&M College.

The firms listed below, in order of receipt, are qualified to perform the construction manager at risk work for the project:

- Nabholz Construction Services
- The Ross Group Construction Corporation
- Rick Scott Construction, Inc.
- Manhattan Construction Company
- Crossland Construction Company

On September 29, 2009, a letter was sent to the State Construction Administrator for the Department of Central Services requesting a list of architects with the necessary credentials on file in that office. A list of 44 firms was supplied.

On October 26, 2009, letters were written to the 44 firms informing them of NEO's intent to engage a construction manager at risk and inviting them to advise us of their interest. Seven firms expressed interest. During November 2009, the screening committee reviewed the qualifications of the seven firms.

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES3. Selection of a Construction Manager at Risk for the Athletic Training Facility – Phase I (Cont'd)

Two firms were eliminated from further consideration utilizing the following criteria:

Overall Experience
 Management Team Staff
 Sustainability Experience
 Budget, Cost, and Schedule Management
 Minority Inclusion Policy
 Oklahoma/OSU System/A&M Presence
 Feedback

Personnel from the five remaining firms were invited for interviews on December 1, 2009.

Funding Needs and Source Identified:

\$800,000	ODFA Master Real Lease 1007A
\$750,000	Flood Settlement Proceeds
\$150,000	Private Funding

PART J - PURCHASE REQUESTS

1. Payment of property and content insurance premiums for FY2010 to Office of Public Affairs, Risk Management Division, for all equipment and buildings on the campus at the estimated total cost of \$135,000 with a \$50,000 deductible. The estimated replacement value of the buildings and contents is \$121,028,250. The funding will be from the E&G and Auxiliary Budgets (housing, student union, cafeteria, and bookstore.)

PART K - STUDENT SERVICES/ACTIVITIES1. Proposed Revision of Policy for Residence Hall Visitation Hours

We request approval, on behalf of the Student Body Government and Residence Life Council, to change the residence hall visitation hours from:

Current Residence Hall Visitation Hours	
Sunday through Thursday	6 p.m. to 11 p.m.
Friday	6 p.m. to midnight
Saturday	3 p.m. to midnight

Proposed Residence Hall Visitation Hours	
Monday – Sunday (daily)	12 noon – 12:30 a.m.

PART K - STUDENT SERVICES/ACTIVITIES

1. Proposed Revision of Policy for Residence Hall Visitation Hours (Cont'd)

For safety and security purposes, guests in a residence hall must be escorted at all times by a resident of the building. Residents must escort all guests into and out of the building and must remain with guests at all times when they are in the residence hall.

PART L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED

None

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

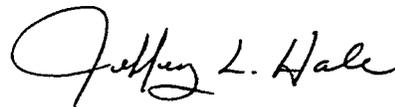
1. Out-of-State Travel Summary

The Summary of Out-of-State Travel for the month of October 2009 is attached.

2. Academic Calendar 2010 - 2011

The Academic Calendar for 2010 – 2011 is attached for your information.

Respectfully Submitted,



Dr. Jeffery L. Hale
President

Northeastern Oklahoma A&M College

Summary of Out-of-State Travel as of October 2009

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

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

FUND SOURCE	No. Trips (1)	AMOUNT EXPENDED (1)	No. Trips (2)	AMOUNT EXPENDED (2)	No. Trips (3)	AMT. EXP. CURRENT FY (3)	No. Trips (4)	AMT. EXP. PRIOR FY (4)
Revolving								
State Approp.	2	\$ 514.34	7	\$ 2,248.56	9	\$ 4,358.40	10	\$ 3,907.60
Federal	0	\$ 0.00	0	0.00	1	\$ 36.67	0	\$ 0.00
Private								
Auxiliary	0	\$ 0.00	1	\$ 112.61	2	\$ 1,099.59	2	\$ 392.63
Other								
Total	2	\$ 514.34	8	\$ 2,361.27	12	\$ 5,494.66	12	\$ 4,300.23

ACADEMIC CALENDAR FOR 2010-2011

Summer Session (2010):

Semester begins (first day of classes)	<u>June 7, 2010</u>
Please list dates of all holidays and breaks	<u>July 4, 2010</u>

Semester ends (including final exams)	<u>July 29, 2010</u>
Commencement date (graduation ceremony)	<u>N/A</u>

Fall Semester (Fall 2010):

Semester begins (first day of classes)	<u>August 23, 2010</u>
Please list dates of all holidays and breaks	<u>September 6, 2010</u>
	<u>October 14-15, 2010</u>
	<u>November 24-26, 2010</u>

Semester ends (including final exams)	<u>December 13-17, 2010</u>
Commencement date (graduation ceremony)	<u>N/A</u>

Second Semester (Spring 2011):

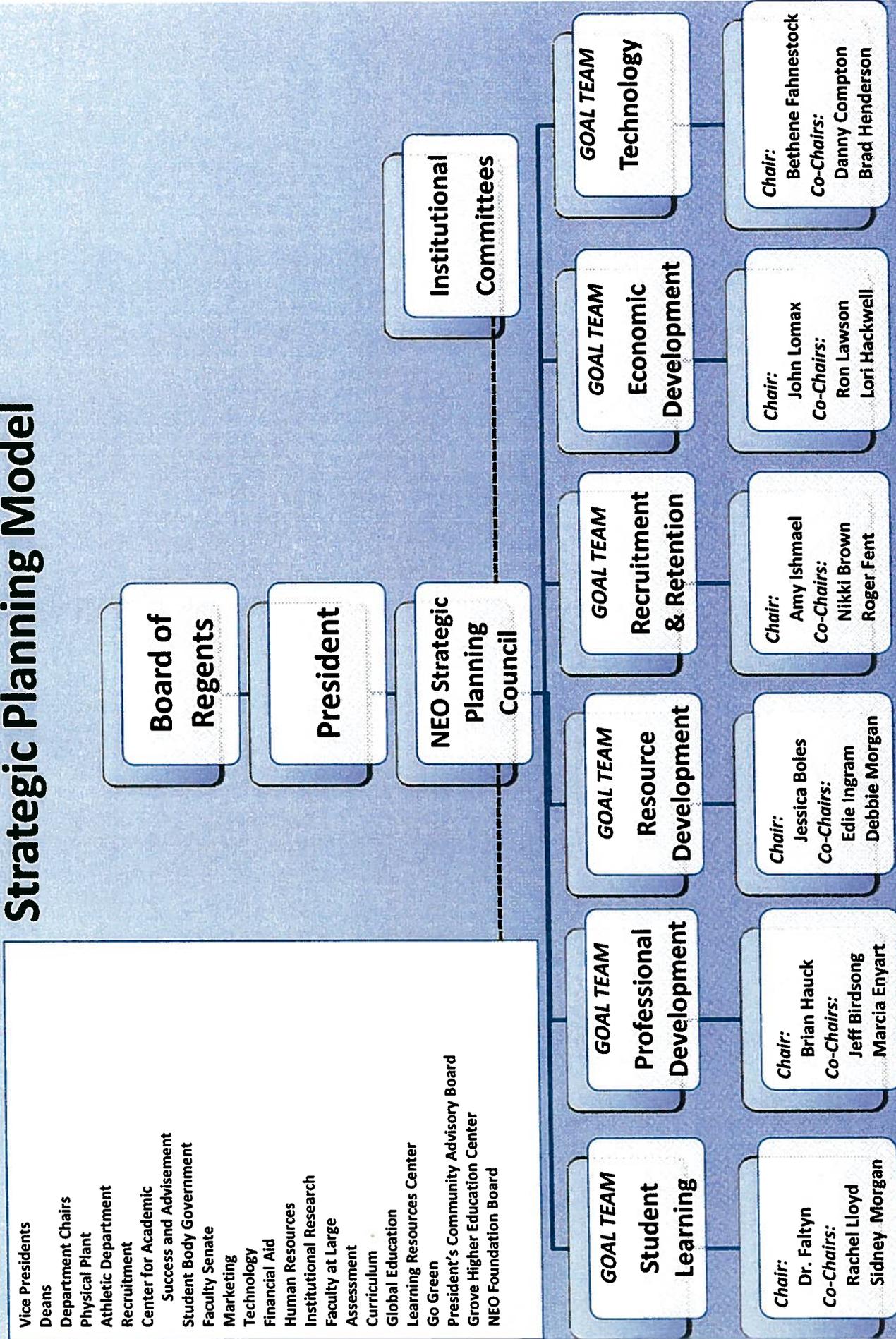
Semester begins (first day of classes)	<u>January 10, 2011</u>
Please list dates of all holidays and breaks	<u>March 14-18, 2011</u>

Semester ends (including final exams)	<u>May 2-5, 2011</u>
Commencement date (graduation ceremony)	<u>May 5, 2011</u>

Intersessions (classes that meet between regularly scheduled semesters or that meet between spring semester and summer session or between summer session and fall semester):

Intersession begins	<u>12-20-2010</u>	<u>05-09-2011</u>	_____
Intersession ends	<u>01-07-2011</u>	<u>06-03-2011</u>	_____
(including final exams)			

Strategic Planning Model



**Time Line for Strategic Planning
Working Draft 11/16/2009**

March 5-7, 2007	The Higher Learning Commission on-site visit
June 1, 2007	Vice President for Student Affairs position filled. <i>Position was vacant since March 5th due to death of Jon Lantz, VPSA</i>
January 3, 2008	Institutional Planning and Research Council met and reviewed the strategic plan. Discussion included asking for more members, including a member from the community, and developing a tactical plan for accomplishing the goals and objectives
January 22, 2008	Institutional Planning and Research Council met and reviewed the strategic plan goals and objectives for measurability
February 12, 2008	Institutional Planning and Research Council met and continued reviewing and revising goals and objectives
May 27, 2008	Institutional Planning and Research Council met and reviewed data from Oklahoma State Regents for Higher Education Annual Student Data Report and discussed the relevance to the current goals and objectives
June 30, 2008	Vice President for Academic Affairs retired (Dr. Bill Able). <i>Position remained vacant until June 1, 2009.</i>
July 16, 2008	President Glenn Mayle announced his planned retirement at the end of September, 2008
September 30, 2008	Dr. Glenn Mayle, President retired
October 1, 2008	Tom Poole, Vice President for Fiscal Affairs assumed the position as Interim President. Jessica Boles, Assistant Vice President for Fiscal Affairs, moved to Vice President for Fiscal Affairs
October 14, 2008	Institutional Planning and Research Council met. Discussed action plan for achieving goals. Plans to present to Interim President Tom Poole
December, 2009	Dr. Jeff Hale was hired by the Board of Regents for Oklahoma State University and A&M Universities and Colleges to serve as the new President of NEO College
January 15, 2009	Dr. Jeff Hale began serving as President of NEO College

March 25, 2009	Dr. Hale held a planning retreat for Vice Presidents, Deans, Directors, Coordinators, Faculty Association President and Vice President
June 1, 2009	Dr. Tim Faltyn began serving as the new Vice President for Academic Affairs
June 8, 2009	Dr. Hale, President; vice presidents; deans, academic department chairs, and Director of Testing and Assessment met as a follow-up to the spring retreat: discussed proposed student success center
June 30, 2009	Mr. Bob Walker, Vice President for Student Affairs, resigned
	Vice Presidents' positions were reorganized. Responsibilities of the Vice President for Student Affairs were reassigned to the other Vice Presidents
August 7, 2009	Dr. Hale, President; Dr. Tim Faltyn, VPAA; and Bethene Fahnestock, Director of Institutional Research met to discuss the strategic planning; discussed developing goal teams for each goal and an organizational structure for the planning process
September, 2009	New Center for Student Academic Achievement and Advisement was established to provide centralized academic and career advisement for new students and implement strategies to promote student retention
September, 2009	Departments for Educational Technology Center and Management Information Systems were combined to enhance technology services and reduce duplication of services A sixth goal addressing the technology needs of NEO was proposed for the Strategic Plan: Provide State-of-the-art technology to students, faculty and staff to enhance and improve teaching and learning where appropriate
September 14, 2009	Dr. Hale, Dr. Faltyn, and Bethene Fahnestock met to plan organizational structure for strategic planning
September 28, 2009	Dr. Hale, Dr. Faltyn, and Bethene Fahnestock met to review the organizational structure for strategic planning. Plan for a meeting with Vice Presidents and Deans

October 14, 2009	<p>Dr. Hale, President, and Dr. Faltyn, Vice President for Academic Affairs, meet with the Vice Presidents and Deans to discuss:</p> <ul style="list-style-type: none"> • Importance of Strategic Planning • Proposed goal for technology • Strategic planning timeline • The Higher Learning Commission Update – upcoming Focus Visit • Strategic Planning Model • Next steps in the strategic planning process
November 16, 2009	Dr. Hale, Dr. Faltyn, and Bethene Fahnestock met to plan for meeting with the Strategic Planning Goal Team chairs and co-chairs
November 17, 2009	Dr. Hale met with Strategic Planning Goal Team chairs and co-chairs: Dr. Tim Faltyn, Jessica Boles, Amy Ishmael, John Lomax, Brian Hauck, and Bethene Fahnestock, Goal Team Chairs; Ron Lawson, Lori Hackwell, Dr. Jeff Birdsong, Marcia Enyart, Nicole Brown, Roger Fent, Edie Ingram, Debbie Morgan, Rachel Lloyd, Sidney Morgan, Danny Compton, and Brad Henderson, Goal Team Co-Chairs
<i>December 20, 2009</i>	<i>Plans for Goal Team Progress Reports</i>
<i>January 7, 2010</i>	<i>Meeting with Faculty to discuss Strategic Planning process</i>
<i>March, 2010</i>	<i>Second Annual Strategic Planning Retreat</i>

- *January 6, 2010 Deadline for submitting Focus Visit Self-study and supporting documents
- **February 15-16, 2010 HLC on-site Focus Visit for strategic planning

Northeastern Oklahoma A&M College



200 I Street N.E.
Miami, Oklahoma 74354-6497

REFERENCE DOCUMENT #2

OFFICE OF THE PRESIDENT

Office: (918) 540-6201
Fax: (918) 542-9759

Dr. Glen Johnson, Chancellor
Oklahoma State Regents for Higher Education
P.O. Box 108850
Oklahoma City, OK 73101-8850

Dear Chancellor Johnson:

As per the State Regents "*Policy Statement on Program Approval*": (II-2-17), this letter comes to inform and recommend that Northeastern Oklahoma A&M College, Connors State College, Carl Albert State College, Eastern Oklahoma State college, Murray State College, Northern Oklahoma College, Oklahoma City Community College, Redlands Community College, Rose State College, Seminole State College, Tulsa Community College, and Western Oklahoma State College be granted "letter of intent" status for the following:

Associate of Arts in 21st Century Careers

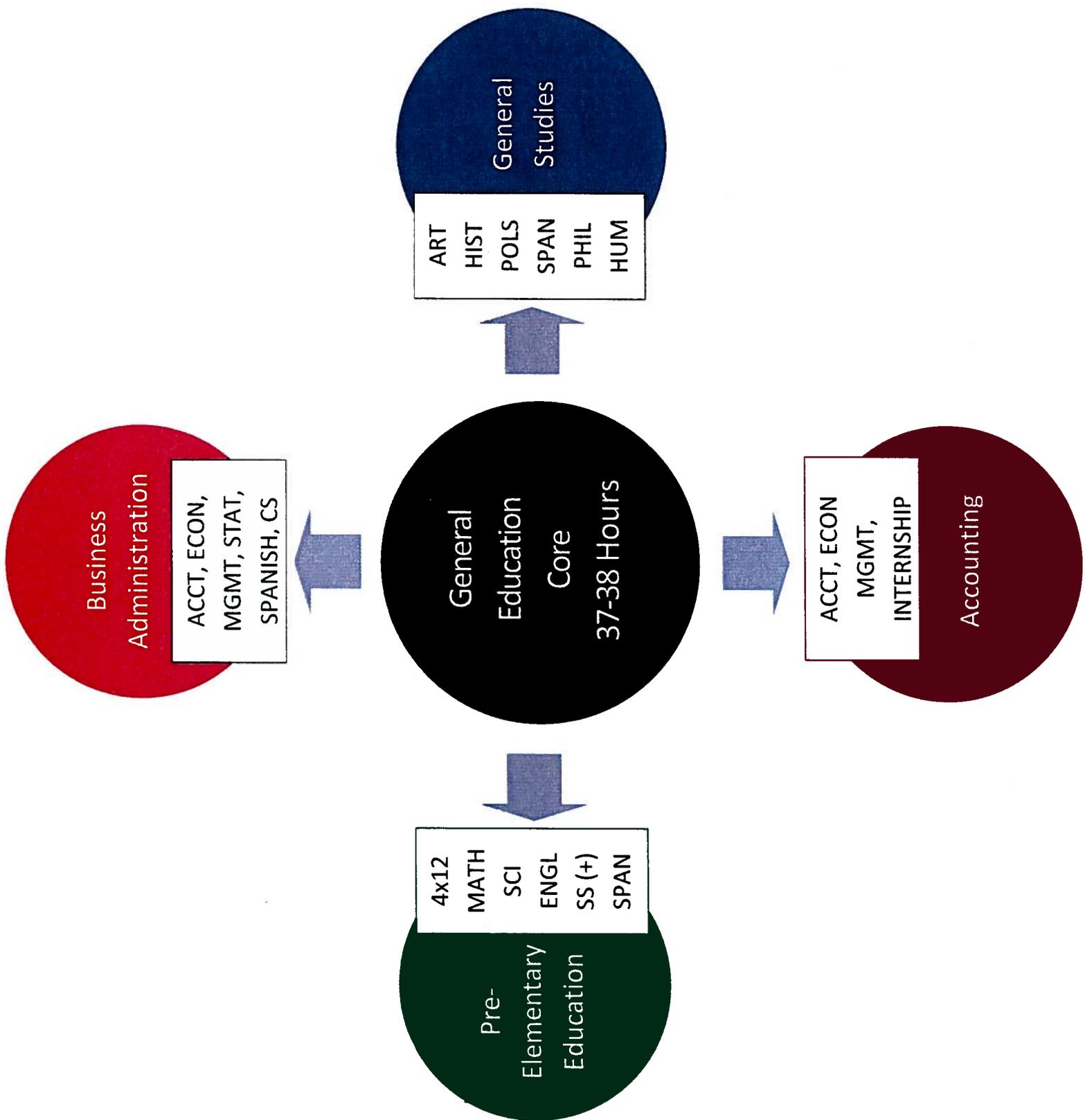
This request is based on a proposed statewide degree completion initiative covering all two-year colleges listed in OSRHE policy 3.2.5. The intent of this proposal is an identical common core that can be taken at any of all of Oklahoma's two-year institutions, with optional areas of emphasis that address local and regional economies. Individual institutions will submit options areas as developed.

If additional information is needed, please do not hesitate to contact me.

Respectfully submitted,

Jeffery L. Hale, Ph.D.
President

JLH:plr



**Northeastern Oklahoma A&M College
Supplemental Retirement Program**

CONTRACT

This Contract is made by and between Northeastern Oklahoma A&M College and _____, hereinafter called RETIREE, pursuant to the Northeastern Oklahoma A&M College Supplemental Retirement Program.

RECITALS:

- (1) On December 4, 2009, the Board of Regents for Oklahoma State University and the A&M Colleges approved Northeastern Oklahoma A&M's Supplemental Retirement Program. The Supplemental Retirement Program, as stated in the minutes of the December 4, 2009 meeting of the Board of Regents is incorporated herein by reference and made a part of this Contract.
- (2) Retiree has voluntarily elected to participate in the Supplemental Retirement Program.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, and intending to be legally bound, the parties agree as follows:

PARTICIPATION IN SUPPLEMENTAL RETIREMENT PROGRAM

Eligibility

This program will be available to all employees who meet the requirements under this program to retire between January 1, 2010 and June 30, 2010.

Eligibility Requirements

1. The employee must have fifteen (15) consecutive years of service at Northeastern Oklahoma A&M College and be age 55.

Benefits

(Option #1):

1. The college will contribute to the medical (health, vision, dental) premiums for the retired employee for two (2) years from the date of retirement.

If the retiree is over 65 at retirement date or becomes 65 during the two (2) year period, the college will contribute to the insurance premium for a Medicare supplement. The amount of such contribution will be the difference of the current medical insurance premium, less the contribution paid by the Oklahoma Teacher's Retirement System.

2. If the retiree is eligible for Oklahoma Teacher's Retirement System benefits, the college will continue to pay for a \$10,000 life insurance policy for the retired employee. The retiree will be eligible for all other benefits normally provided to retired employees.
3. In the event of the retired employee's death, the surviving spouse would continue to receive the schedule of payments, not to exceed the balance remaining, as outlined in Option #2.

(Option #2):

1. The college will pay the retiree, \$4,600 per year (paid in 24 equal payments) from the date of retirement.
2. If the retiree is eligible for Oklahoma Teacher's Retirement System benefits, the college will continue to pay for a \$10,000 life insurance policy for the retired employee. The retiree will be eligible for all other benefits normally provided to retired employees.
3. In the event of the retired employee's death, the surviving spouse would continue to receive the schedule of payments, not to exceed the balance remaining. If no spouse survives, the payment will stop effective the first day of the month in which the death occurs.

(Option #3): (If this option is chosen, please sign and return. No notary is required)

1. I have reviewed the Supplemental Retirement Program offered by Northeastern Oklahoma A&M College and I have decided not to participate in the program at this time.

Considerations

1. Payments made by the college to the retired employee could be subject to income tax and withholding may be necessary.
2. No Social Security or Oklahoma Teacher's Retirement contribution will be paid or withheld from the payment after the retirement date; therefore, the amount of the actual and direct payment from Social Security at age 62 may be lower than it would have been if Social Security contributions had continued.

Miscellaneous

This instrument represents the entire understanding between Northeastern Oklahoma A&M College and Retiree concerning the subject matter hereof and may be modified only by the mutual written agreement of the parties. There are no promises or commitments except as stated in this instrument. No representative of Northeastern Oklahoma A&M College is authorized to modify this Contract verbally or in writing except upon the prior approval of the Board of Regents for Oklahoma State University and the A&M Colleges. The application of this Contract to any facts or circumstances not clearly specified in this instrument is reserved to Northeastern Oklahoma A&M's administrative staff for final decision. This Contract shall be binding upon the parties hereto and their respective heirs, administrators, executors, successors and assigns, except that this Contract and the Retirement Payments shall not be assignable by Retiree. The Supplemental Retirement Program is offered on a "one-time" basis only and nothing in this instrument or the Supplemental Retirement Program generally shall obligate Northeastern Oklahoma A&M College to offer the Supplemental Retirement Program or a similar program at any subsequent time.

I have reviewed this Contract and have decided to accept Option # _____.

Signed and delivered this _____ day of _____, 20 _____.

Northeastern Oklahoma A&M College
Miami, Oklahoma

Retiree Signature

By _____
President, NEO A&M College

ACKNOWLEDGEMENT

State of _____

County of _____

Subscribed and sworn/affirmed to before me by _____

this _____ day of _____, 20 _____

Notary Public

My commission expires:

JOB DESCRIPTION

I. JOB TITLE: Dean – School of Human Environmental Sciences

II. JOB IDENTIFICATION:

A. Overview:

The Dean is the chief academic officer for the assigned school. Major areas of responsibility are: administration, planning, supervision, personnel, resource development, budgeting, advocacy, operations, remediation of underprepared students and developing and facilitating curriculum changes. The Dean must be able to communicate verbally and in writing with clear, grammatically correct English and prepare complex reports on deadline. The Dean must work effectively and cooperatively with campus students, faculty, support units, administrators and members of the community outside of Northeastern Oklahoma A&M College.

B. Position answers directly to the Vice President for Academic Affairs of the College

C. Supervises:

Department Chairs within the School of Human Environmental Sciences which includes the Allied Health, Business Department, Health and Physical Education and Nursing, Secretary to the Dean and others as assigned by the Vice President for Academic Affairs.

III. JOB QUALIFICATIONS:

- A. Master's Degree in related field; terminal degree preferred.
- B. Minimum three years teaching experience in one academic discipline within the school.
- C. Minimum three years related administrative experience.
- D. Proficiency in MS Office Suite as well as other instructional and mobile technology commonly used at Northeastern Oklahoma A&M College.

IV. JOB DUTIES:

A. Administration:

- Establishes and maintains effective coordination of all school activities
- Establishes and maintains effective cooperation and coordination with all other support, departments, and support units within the college
- Supervises recruitment and retention of faculty and staff
- Directs and coordinates school accreditation activities
- Establishes operational policies and procedures and makes any necessary modifications, based on analysis of operations, demographics, and other research information
- Coordinates implementation of the student recruitment and retention activities
- Coordinates implementation of the assessment activities
- Consults with government regulatory and licensing agencies to ensure the institution's conformance with applicable standards
- Accepts other related administrative responsibilities as assigned

B. Planning:

- Directs and coordinates short-term, intermediate, and long-range planning for the school
- Supervises and coordinates development of effective semester class schedules
- Prepares and recommends a budget and equipment purchases to the Vice President; supervises and coordinates budget expenditures for equipment, supplies, repairs, etc.
- Plans and supervises development and distribution of departmental and school policies and other publications
- Determines course schedules, and coordinates teaching assignments and room assignments to ensure optimum use of buildings and equipment
- Plans and facilitates a comprehensive plan to address the remediation of under prepared student entering College
- Coordinates the preparation of school publications and the school's section of college publications, such as web pages, brochures, course catalogs and course schedules

C. Professional Development:

- Coordinates and/or plans professional development activities for school faculty
- Participates in professional development activities/training and professional organizations
- Promotes collegial and effective work environment

D. Teaching

- Teaches six (6) credit hours per semester or equivalent duty
- Develops, maintains, and monitors appropriate faculty assignments

E. Evaluation

- Evaluates faculty
- Evaluates staff

F. Curriculum and Program Development

- Directs and coordinates all credit courses and degree/certificate granting programs of the schools

G. Resource Development

- Plans, supervises, and coordinates resource development for the school, including advisory committee and activities, grant proposals, and fund-raising activities and/or events

H. Student Advisement:

- Coordinates school specific student advisement and enrollment
- Confer with other college staff to formulate admission requirements and course credit policies

I. Institutional and Community Service

- Serves on institutional committees
- Serves on external boards and committees

J. Monitors Physical Facilities

- Reports conditions requiring maintenance department attention
- Promotes and maintains a professional office environment

December 4, 2009

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. JoAnn Haysbert, President, and Ms. Debra Masters, Assistant Vice President for Fiscal Affairs, appeared before the Board of Regents to present the business of Langston University and review the Agenda for members of the Board.

On behalf of the Board of Regents, Chairman Anthony said it has been a pleasure to be on the Langston University campus, and he expressed thanks for the hospitality. He said last evening's events were wonderful and were appreciated. Dr. Haysbert welcomed everyone to Langston University and the place she commonly refers to as Oklahoma's hidden treasure. She said anytime is a good time to have members of the Board on campus, but particularly during the Holiday season.

Dr. Haysbert announced that Langston University's football team and cross country team were conference champions. She said Coach Johnson was named Coach of the Year for the second consecutive year. Six men were named to the first team, and two women qualified for the cross country national team. Dr. Haysbert said Langston is very proud of the continuous good work it does in athletics. She presented the schedules for the indoor/outdoor track teams, the men's and women's basketball teams, and the women's softball team. She said each Regent has a standing invitation to attend at any time, and Langston looks forward to very exciting seasons for these sports, as well.

Personnel Actions

Regent Massey moved and Regent Boettcher seconded to approve the personnel actions as listed in the Langston Agenda.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion carried.

Approval of Program Modifications

Dr. Haysbert presented the program modifications for Langston University and recommended their approval. She said these requests were presented to the Academic Affairs, Policy and Personnel Committee.

Regent Massey reported that the Committee met with the Langston administration concerning the approval of degree requests and program modifications. Included are the deletion of the Bachelor of Arts degree programs in Theatre Arts, Gerontology, and General Studies. The Committee acted to recommend Board approval of the administrative recommendation.

Regent Massey moved and Regent Lester seconded to approve the program modifications for Langston University as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins, Helm, and Peach. The motion carried.

Approval of Grant Agreement

Regent Lester moved and Regent Burns seconded to approve a grant agreement between Langston University and the U.S. Department of the Interior (National Park Service) in the amount of \$500,000 to support the preservation, rehabilitation, and restoration of the Cottage Row Historic District.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion passed.

Purchase Requests

Regent Burns moved and Regent Lester seconded to approve the purchase requests J.1.-J.3. as listed in the Langston Agenda, subject to the availability of funds and/or the limitations of the budget.

Those voting aye: Board Members Boettcher, Burns, Hall, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Ratification of Interim Approval

Regent Lester moved and Regent Boettcher seconded to ratify interim approval granted by the Executive Secretary to process purchase requests to ADT in the amount of \$14,283.83 to repair security cameras on the main campus and the Oklahoma City campus and in the amount of \$13,913.35 for the acquisition of five Code Blue emergency phones for campus safety.

Those voting aye: Board Members Burns, Hall, Lester, Massey, Anthony, and Boettcher. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Balance of Agenda

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

Those voting aye: Board Members Hall, Lester, Massey, Anthony, Boettcher, and Burns. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion carried.

Dr. Haysbert called the Board's attention to the winter edition of *Greatness*. Every article addresses the success of the University; however, she said she is most proud of the cover story. She asked Roderick Smothers, Vice President for Institutional Development and Advancement, to stand and be recognized. She said the University moving from a \$160,000 commitment from the Gala event last year to a commitment of \$1,000,000 the following year is a worthy accomplishment. Dr. Haysbert said she wants the record to reflect that she is appreciative of the work Dr. Smothers is doing in that area.

She also called the Board's attention to the article regarding the four young men she introduced last evening. She said these young men represent the profile of courage, commitment, and inspiration with how they have come to Langston University and have worked together so that they can complete their education.

Dr. Haysbert wished everyone a very happy Holiday Season.

The business of Langston University being concluded, Dr. Haysbert and Ms. Masters were then excused from the meeting.

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

Dear Board Members:

Please approve the following business items for Langston University.

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

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

1. For your information and review, Attachment A displays Langston University's Quarterly FTE Employee Report for the fiscal quarter ending September 30, 2009.
2. For your information and review, Attachment B displays Langston University's 2009-2010 schedules for Indoor/Outdoor Track, Men's Basketball, Women's Basketball and Women's Softball.

B. RESOLUTIONS: None

C. POLICY AND OPERATIONAL PROCEDURES: None

D. PERSONNEL ACTION:

Permission is requested to promote the following persons:

1. Cynthia Buckley **from** Executive Assistant II in the Office of the President, at \$57,131.00 **to** Chief Of Staff, Office of the President, at \$65,500.00, effective July 1, 2009.
2. Steve Zeng **from** Assistant Professor, Department of Agriculture at \$56,778.75 **to** Assistant Professor and Department Chairman at \$70,000.00, effective October 1, 2009.
3. Permission is respectfully requested to employ Donna Foster as instructor of Family and Consumer Sciences on a 9-month basis at an annual salary of \$45,000, effective October 14, 2009.

4. Permission is respectfully requested to grant a Sabbatical Leave of Absence to Dr. Samir M. El-Deeb, acting Chair of the Department of Accountancy and Financial Economics and Economics Department Coordinator, from January 2010 to January 2011 at \$32,250.00, which is fifty (50) percent of his annual salary.

E. INSTRUCTIONAL PROGRAMS:

1. Permission is respectfully requested to replace Introduction to Educational Leadership with an updated survey course, EDL 5133 School Administration as a requirement for the Master of Education in Educational Leadership.
2. Permission is respectfully requested for Langston University to suspend the Bachelor of Arts Degree program in Theatre Arts offered through the Department of Communications at the end of the spring 2011 semester.
3. Permission is respectfully requested for Langston University to delete the Bachelor of Arts Degree program in Gerontology offered through the Department of Health Administration at the end of the spring 2011 semester.
4. Permission is respectfully requested for Langston University to delete the Bachelor of Arts Degree program in General Studies offered through the School of Education and Behavioral Science at the end of the spring 2011 semester.

F. BUDGETARY ACTION

1. Approval is respectfully requested of Langston University's revised E&G Budget – FY 2009-2010 to reflect a net reduction in budgeted revenues and expenditures amounting to \$79,451.00. The net reduction represents a 5% budget reduction in state appropriations for October 2009. (See Attachment C).

G. OTHER BUSINESS AND FINANCIAL MATTERS: None

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

1. Permission is respectfully requested for Langston University to continue an affiliate agreement with the following facility for the training of Nursing and Health Administration students:

*University of Oklahoma, Health Sciences Center
College of Medicine,
Oklahoma City, Oklahoma*

- 2. Langston University is respectfully requesting approval to continue an Affiliate agreement, with the following facility for the training of Physical Therapy students:

*Integris Southwest Medical Center (Pending Review of Legal Counsel)
Oklahoma City, Oklahoma*

*Valir Rehabilitation Hospital
Oklahoma City, Oklahoma*

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

- 1. Approval is requested of a grant agreement between Langston University and the U.S. Department of the Interior (National Park Service) in the amount of \$500,000 to support the preservation, rehabilitation and restoration of the Cottage Row Historic District.

J. PURCHASE REQUESTS:

- 1. Permission is respectfully requested for Langston University to process a purchase requisition totaling \$50,000 to the University of Oklahoma/F.S.S./Sponsored Programs and Services to cover its part as co-sponsor of the Comp Concrete Program grant. The funds are available in account 513800.
- 2. Approval is respectfully requested for Langston University to process a purchase order to Stillwater Milling in the amount of \$108,889.00 for feed for the goats.
- 3. Permission is respectfully requested to purchase with installation the following items, which are listed with the estimated costs, as part of the approved Performing Arts Renovation project:

New Stage Curtains and Rigging Improvements	\$ 75,000.00
New Auditorium Seating and Installation Work	\$270,000.00
New Stage Lighting, Equipment and Controls	\$120,000.00
New Audio Systems	\$105,000.00
Asbestos Abatement Work	\$ 95,000.00

These are the remaining items within the base bid of the project budget which were to be awarded under separate contracts independent of the General

4. RATIFICATION OF INTERIM APPROVAL

Approval was requested and granted by Dr. Doug Wilson, on November 5, 2009, for Langston University to process a purchase request to ADT in the amount of \$14,283.83 to repair security cameras on the main campus and the Oklahoma City campus.

5. RATIFICATION OF INTERIM APPROVAL

Approval was requested and granted by Dr. Doug Wilson on November 5, 2009 for Langston University to process a purchase request to ADT in the amount of \$13,913.35 for the acquisition of five Code Blue emergency phones for campus safety.

K. STUDENT SERVICES/ACTIVITIES: None

L. NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED: None

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

1. Summary of Out-of-State Travel as of October 2009:

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

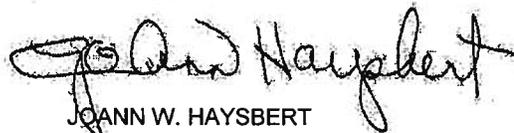
Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

FUND SOURCE	TRIP NOS. (1)	AMOUNT EXPENDED (1)	TRIP NOS. (2)	AMOUNT EXPENDED (2)	TRIP #S (3)	AMT. EXP. CURRENT FY (3)	TRIP #S (4)	AMT. EXP. PRIOR FY (4)
Revolving	8	\$18,244.84	10	\$22,013.04	40	\$67,241.15	36	\$55,507.35
St. Approp.								
Federal	20	\$35,100.90	18	\$22,352.68	87	\$152,204.21	80	\$133,425.51
Private								
Auxiliary	---	\$15,005.30	8	\$19,603.66	7	\$29,715.74	17	\$49,170.14
Other								
TOTAL	28	\$68,351.04	36	\$63,969.38	134	\$249,161.10	133	\$238,103

All items listed above are respectively submitted for your approval.

Sincerely yours,



JOANN W. HAYSBERT
PRESIDENT
LANGSTON UNIVERSITY

FTE Employee Report₁

To: The Governor of Oklahoma, The President Pro Tempore of the Oklahoma Senate, and the Speaker of the Oklahoma House of Representatives
 From: Langston University, JoAnn W. Haysbert
 Subject: FTE Employee Report for Fiscal Quarter Ending 09/30/09

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

	FTE EMPLOYEE CATEGORIES												TOTAL FTE
	EDUC & GEN. BUDGET PART I			EDUC & GEN. BUDGET PART II			AGENCY ACCOUNTS: OTHER			SUB TOTAL			
	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	FACULTY	OTHER REGULAR	STUDENT	
A. FTE Employees for Report Fiscal Quarter	97.38	155.59	5.29	28.08	97.67	5.50	0.33	4.99	9.09	125.79	258.25	19.88	403.92
B. FTE Employees for Fiscal Qtr Immediately Preceding Report Qtr	99.47	150.17	8.66	26.93	84.72	20.48	00	4.15	29.59	126.4	239.04	58.73	424.17
C. Increase or Decrease in FTE Employees (Item A minus Item B)	2.09	-5.42	3.37	-1.15	-12.95	14.98	-0.33	-0.84	20.50	0.61	-19.21	38.85	20.25
D. Comparable Quarter Last Year	97.57	155.71	5.14	23.26	87.94	9.24	0.00	3.72	4.23	120.83	247.37	18.61	386.81

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

2009-2010 Track & Field Tentative Schedule

December		
5	Bob Timmons Challenge	Lawrence, KS University of Kansas
January		
8	Bill Eaton Classic	Lawrence, KS University of Kansas
16	Texas Tech Invitational #1	Lubbock, TX Texas Tech University
	OC Invitational #1	Norman Oklahoma Christian University
22-23	Texas Tech Invitational #2	Lubbock, TX Texas Tech University
23	Cherry & Silver Invitational	Albuquerque, NM University of New Mexico
30	J.D. Martin Dual	Norman University of Oklahoma
	Baymont Inn/Fazolls Invitational	Joplin, MO Missouri Southern State University
February		
6	OC Invitational #2	Norman Oklahoma Christian University
13	OC Invitational #3	Norman Oklahoma Christian University
20	Sooner Indoor	Norman University of Oklahoma
March		
4-6	NAIA Indoor National Championships	Johnson City, TN East Tennessee State University
19-20	Tulsa Dual	Tulsa University of Tulsa
27	Bison Invitational	Shawnee Oklahoma Baptist University
April		
3	Ray Vaughn Classic	Oklahoma City Oklahoma Christian University
10	Gorilla Classic	Pittsburgh, KS Pittsburgh State University
14-17	Kansas Relays	Lawrence, KS University of Kansas
23-24	RRAC Outdoor Championships	Austin, TX Houston-Tillotson University
30	Arkansas Twilight	Fayetteville, AR University of Arkansas
May		
1	Oliver Jackson Open	Abilene, TX Abilene Christian University
8	Sooner Twilight	Norman University of Oklahoma
13	ACU Last Chance	Abilene, TX Abilene Christian University
15	OBU Last Chance	Shawnee Oklahoma Baptist University
27-29	NAIA Outdoor National Championships	Marion, IN Indiana Wesleyan University

Langston University

Men's Basketball Schedule

(Tentative) 2009-2010

November

11	SOUTHWESTERN KANSAS	LANGSTON	7:00PM
14	Lincoln University	Jefferson City, MO	3:00PM
17	USAO	LANGSTON	7:30PM
20	Sterling College Classic	Sterling, KS	8:00PM
21	Sterling College Classic	Sterling, KS	4:00PM
23	USAO	Chickasha, OK	8:00PM
27	St Mary's University Classic	San Antonio, Tx	TBA
28	St Mary's University Classic	San Antonio, Tx	TBA

December

January

7	HUSTON-TILLOTSON UNIVERSITY	LANGSTON	7:30PM
9	OUR LADY OF THE LAKE	LANGSTON	7:30PM
11	Southwestern Assemblies of God Univ.	Waxahachie, TX	7:30PM
14	BACONE COLLEGE	LANGSTON	7:30PM
16	Jarvis Christian College	Hawkins, TX	7:30 PM
18	WILEY COLLEGE	LANGSTON	7:30PM
21	PAUL QUINN COLLEGE	LANGSTON	7:30PM
23	Texas College	Tyler, TX	4:00PM
25	TEXAS WESLEYAN UNIVERSITY	LANGSTON	7:30PM
28	University of the Southwest	Hobbs, NM	7:30PM

February

4	Huston-Tillotson University	Austin, TX	7:30PM
6	Our Lady of the Lake	San Antonio, TX	7:30PM
8	SW ASSEMBLIES OF GOD UNIV.	LANGSTON	7:30PM
11	Bacone College	Muskogee, OK	7:30PM
13	JARVIS CHRISTIAN COLLEGE	LANGSTON	7:30PM
15	Wiley College	Marshall, TX	7:30PM
18	Paul Quinn College	Dallas, TX	7:30 PM
20	TEXAS COLLEGE	LANGSTON	7:30PM
22	Texas Wesleyan University	Ft. Worth, TX	7:30 PM
25	UNIVERSITY OF THE SOUTHWEST	LANGSTON	7:30PM

March

4-6	RRAC Post Season Tournament	Waxahachie, TX	TBA
17-23	NAIA National Tournament	Kansas City, MO	TBA

** Denotes Exhibition Game

HEAD COACH: GREG WEBB

ASSISTANT COACH: NIGEL THOMAS

Langston University

Women's Basketball Schedule

2009-2010

November

4	Northwestern OSU	Alva, OK	7:00PM
7	Oklahoma City University	Oklahoma City, OK	1:00 PM
14	Oklahoma Baptist University	Shawnee, OK	1:30PM
17	Southern Nazarene University	Bethany, OK	6:00PM
20	Benedictine Classic	Atchison, KS	TBA
21	Benedictine Classic	Atchison, KS	TBA
26	Xavier Classic	New Orleans, LA	TBA
27	Xavier Classic	New Orleans, LA	TBA

December

5	Park University	Parkville, MO	2:00PM
8	Oklahoma Baptist University	LANGSTON	6:00PM

January

7	HUSTON-TILLOTSON UNIVERSITY	LANGSTON	5:30PM
9	OUR LADY OF THE LAKE	LANGSTON	5:30PM
11	Southwestern Assemblies of God Univ.	Waxahachie, TX	5:30PM
14	BACONE COLLEGE	LANGSTON	5:30PM
16	Jarvis Christian College	Hawkins, TX	5:30 PM
18	WILEY COLLEGE	LANGSTON	5:30PM
21	PAUL QUINN COLLEGE	LANGSTON	5:30PM
23	Texas College	Tyler, TX	5:30PM
25	TEXAS WESLEYAN UNIVERSITY	LANGSTON	5:30PM
28	University of the Southwest	Hobbs, NM	5:30 PM

February

4	Huston-Tillotson University	Austin, TX	5:30PM
6	Our Lady of the Lake	San Antonio, TX	1:00PM
8	SW ASSEMBLIES OF GOD UNIV.	LANGSTON	5:30PM
11	Bacone College	Muskogee, OK	5:30PM
13	JARVIS CHRISTIAN COLLEGE	LANGSTON	5:30PM
15	Wiley College	Marshall, TX	5:30PM
18	Paul Quinn College	Dallas, TX	5:30 PM
20	TEXAS COLLEGE	LANGSTON	5:30PM
22	Texas Wesleyan University	Ft. Worth, TX	5:30 PM
25	UNIVERSITY OF THE SOUTHWEST	LANGSTON	5:30PM

March

4-6	RRAC Post Season Tournament	Waxahachie, TX	TBA
17-23	NAIA National Tournament	Jackson, TN	TBA

Langston University Softball



Lady Lions - 2010

February

11	Southwestern Oklahoma State Univ.	1 p.m. & 3 p.m.	Weatherford, OK
20	Our Lady of the Lake University*	11 a.m. & 1 p.m.	San Antonio, TX
21	Huston-Tillotson University*	2 p.m. & 4 p.m.	Austin, TX
23	Southwestern Oklahoma State Univ.	2 p.m. & 4 p.m.	Langston
27	Hillsdale Freewill Baptist College	1 p.m. & 3 p.m.	Moore, OK

March

6	University of the Southwest*	1 p.m. & 3 p.m.	Hobbs, NM
9	Bacone College	12 p.m. & 2 p.m.	Langston
12	Kansas Wesleyan Tournament	All Day	Salina, KS
13	Kansas Wesleyan Tournament	All Day	Salina, KS
15	Sterling College	2 p.m. & 4 p.m.	Langston
19	Sterling College Festival	All Day	Sterling, KS
20	Sterling College Festival	All Day	Sterling, KS
21	Texas Wesleyan University*	12 p.m. & 2 p.m.	Langston
25	Northwood University*	12 p.m. & 2 p.m.	Langston
26	Texas College*	2 p.m. & 4 p.m.	Langston
27	Our Lady of the Lake University*	11 a.m. & 1 p.m.	Langston
29	Texas Wesleyan University*	5 p.m. & 7 p.m.	Ft. Worth, TX
30	Northwood University*	1 p.m. & 3 p.m.	Cedar Hill, TX

April

2	University of the Southwest*	12 p.m. & 2 p.m.	Langston
10	Texas College*	12 p.m. & 2 p.m.	Tyler, TX
14	Southwestern Kansas College	2 p.m. & 4 p.m.	Langston
15	MidAmerica Christian University	2 p.m. & 4 p.m.	Oklahoma City, OK
17	Hillsdale Freewill Baptist College	1 p.m. & 3 p.m.	Langston
22	Friends University	5 p.m. & 7 p.m.	Wichita, KS
25	Huston-Tillotson University*	2 p.m. & 4 p.m.	Langston
26	Bacone College*	2 p.m. & 4 p.m.	Muskogee, OK

~~All home games are in bold~~

All times are Central Standard Time (CST)

* represents Red River Athletic Conference opponent

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

EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART I - PRIMARY BUDGET

Schedule A

Summary of Educational and General Expenditures by Function

Agency #	420
Institution Name:	Langston University
President:	JoAnn Haysbert

DRAFT Subject to Board Approval

Activity Number	Activity/Function	2009-2010 Amount	%	Revised Amount	%	Increase or Decrease
Educational & General Budget - Part I:						
11	Instruction	13,869,668	41.8%	13,819,897	41.7%	(49,771)
12	Research	2,052,585	6.2%	2,052,585	6.2%	-
13	Public Service	676,810	2.0%	670,467	2.0%	(6,343)
14	Academic Support	2,991,344	9.0%	2,991,344	9.0%	-
15	Student Services	2,421,621	7.3%	2,398,284	7.2%	(23,337)
16	Institutional Support	3,843,508	11.6%	3,843,508	11.6%	-
17	Operation and Maintenance of Plant	4,945,040	14.9%	4,945,040	14.9%	-
18	Scholarships and Fellowships	2,389,300	7.2%	2,389,300	7.2%	-
	Total Expenditures by Activity/Function:	33,189,876	100.0%	33,110,425	100.0%	(79,451)

Fund Number	Fund Name	2009-2010 Amount	%	Revised Amount	%	Increase or Decrease
E&G Operating Revolving Fund:						
290	Revolving Funds	12,662,552	38.2%	12,662,552	38.2%	-
290	State Appropriated Funds - Operations Budget	19,178,468	57.8%	19,099,017	57.7%	(79,451)
290	State Appropriated Funds - Grants, Contracts and Reimbursements	1,191	0.0%	1,191	0.0%	-
490	Federal Stimulus Funds - ARRA	1,347,665	4.1%	1,347,665	4.1%	-
	Total Expenditures by Fund:	33,189,876	100.0%	33,110,425	95.9%	(79,451)

**EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART I - PRIMARY BUDGET**

Schedule A-1
Summary of Educational and General Expenditures by Function

Institution Name: <u>Langston University</u>		EXPENDITURES BY ACTIVITY/FUNCTION					
Activity Number	Activity/Function	2009-2010 Amount	%	Revised Amount	%	Increase or Decrease	
11	Educational & General Budget - Part I:						
	Instruction						
	General Academic Instruction	13,296,433	40.1%	13,246,662	40.0%	(49,771)	
	Vocational/Technical Instruction	-	-	-	-	-	
	Community Education	-	-	-	-	-	
12	Preparatory/Remedial Instruction	-	-	-	-	-	
	Instructional Information Technology	573,235	1.7%	573,235	1.7%	-	
	Total Instruction:	13,869,668	41.8%	13,819,897	41.7%	(49,771)	
	Research						
	Institutes and Research Centers	2,052,585	6.2%	2,052,585	6.2%	-	
13	Individual and Project Research	-	-	-	-	-	
	Research Information Technology	-	-	-	-	-	
	Total Research:	2,052,585	6.2%	2,052,585	6.2%	-	
	Public Service						
	Community Service	508,771	1.5%	503,071	1.5%	(5,700)	
14	Cooperative Extension Service	126,040	0.4%	125,397	0.4%	(643)	
	Public Broadcasting Services	-	-	-	-	-	
	Public Service Information Technology	42,000	0.1%	42,000	0.1%	-	
	Total Public Service:	676,811	2.0%	670,468	2.0%	(6,343)	
	Academic Support						
Libraries	1,157,583	3.5%	1,157,583	3.5%	-		
14	Museums and Galleries	-	-	-	-	-	
	Educational Media Services	-	-	-	-	-	
	Ancillary Support	514,196	1.5%	514,196	1.6%	-	
	Academic Administration	1,262,844	3.8%	1,262,844	3.8%	-	
	Personnel Development	-	-	-	-	-	
14	Course and Curriculum Development	-	-	-	-	-	
	Academic Support Information Technology	56,720	0.2%	56,720	0.2%	-	
	Total Academic Support:	2,991,343	9.0%	2,991,343	9.0%	-	

Institution Name: Langston University **Schedule A-1 (continued) - Summary of Educational and General Expenditures by Function**

Activity Number	Activity/Function	2009-2010 Amount	%	Revised Amount	%	Increase or Decrease	
15	Student Services						
	Student Services Administration	429,860	1.3%	426,527	1.3%	(3,333)	
	Social and Cultural Development	323,693	1.0%	323,693	1.0%	-	
	Counseling and Career Guidance	66,125	0.2%	66,125	0.2%	-	
	Financial Aid Administration	438,466	1.3%	434,140	1.3%	(4,326)	
	Student Admissions	727,880	2.2%	716,785	2.2%	(11,095)	
	Student Records	361,104	1.1%	361,104	1.1%	-	
	Student Health Services	-	0.0%	-	0.0%	-	
	Student Services Information Technology	74,494	0.2%	69,911	0.2%	(4,583)	
	Total Student Services:	2,421,622	7.3%	2,398,285	7.2%	(23,337)	
16	Institutional Support						
	Executive Management	1,133,238	3.4%	1,133,238	3.4%	-	
	Fiscal Operations	1,459,271	4.4%	1,459,271	4.4%	-	
	General Administration	712,708	2.1%	712,708	2.2%	-	
	Public Relations/Development	274,200	0.8%	274,200	0.8%	-	
	Administrative Information Technology	264,091	0.8%	264,091	0.8%	-	
	Total Institutional Support:	3,843,508	11.6%	3,843,508	11.6%	-	
	17	Operation and Maintenance of Plant					
		Physical Plant Administration	871,791	2.6%	871,791	2.6%	-
		Building Maintenance	153,508	0.5%	153,508	0.5%	-
Custodial Services		86,524	0.3%	86,524	0.3%	-	
Utilities		1,192,488	3.6%	1,192,488	3.6%	-	
Landscape and Grounds Maintenance		1,707,727	5.1%	1,707,727	5.2%	-	
Major Repairs and Renovations		332,966	1.0%	332,966	1.0%	-	
Safety & Security		434,355	1.3%	434,355	1.3%	-	
Logistical Services		-	0.0%	-	0.0%	-	
Operation & Maintenance Information Technology		165,680	0.5%	165,680	0.5%	-	
Total Operation and Maintenance of Plant:	4,945,039	14.9%	4,945,039	14.9%	-		
18	Scholarships and Fellowships						
	Scholarships	1,171,300	3.5%	1,171,300	3.5%	-	
	Fellowships	-	0.0%	-	0.0%	-	
	Resident Tuition Waivers	441,000	1.3%	441,000	1.3%	-	
	Nonresident Tuition Waivers	777,000	2.3%	777,000	2.3%	-	
	Total Scholarships and Fellowships:	2,389,300	7.2%	2,389,300	7.2%	-	
Total Expenditures by Activity/Function:	33,189,876	100.0%	33,110,425	100.0%	(79,451)		

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART I - PRIMARY BUDGET
Schedule B
Summary of Educational and General Expenditures by Object

Institution:		Langston University					DRAFT Subject to Board Approval	
Object Number	Object of Expenditure	2008-2009 Amount	%	Revised Amount	%	Increase or (Decrease)		
1	Personnel Services:							
1a	Teaching Salaries	\$ 8,091,036	24.2%	\$ 8,041,965	24.1%	\$ (49,071)		
1b	Professional Salaries	6,253,756	18.7%	6,223,376	18.6%	\$ (30,380)		
1c	Other Salaries and Wages	1,310,165	3.9%	1,310,165	3.9%	\$ -		
1d	Fringe Benefits	6,137,146	18.3%	6,137,146	18.4%	\$ -		
1e	Professional Services	111,601	0.3%	111,601	0.3%	\$ -		
	Total Personnel Service	\$ 21,903,704	65.4%	\$ 21,824,253	65.3%	\$ (79,451)		
2	Travel	565,094	1.7%	565,094	1.7%	\$ -		
3	Utilities	1,373,179	4.1%	1,373,179	4.1%	\$ -		
4	Supplies and Other Operating Expenses	6,596,995	19.7%	6,596,995	19.7%	\$ -		
5	Property, Furniture and Equipment	291,885	0.9%	291,885	0.9%	\$ -		
6	Library Books and Periodicals	380,000	1.1%	380,000	1.1%	\$ -		
7	Scholarships and Other Assistance	2,389,300	7.1%	2,389,300	7.1%	\$ -		
8	Transfer and Other Disbursements	-	0.0%	-	0.0%	\$ -		
	Total Expenditures by Object	\$ 33,500,157	100.0%	\$ 33,420,706	100.0%	\$ (79,451)		

Oklahoma State Regents for Higher Education

EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART I - PRIMARY BUDGET

Schedule C

REPORT OF EDUCATIONAL AND GENERAL REVENUE, EXPENDITURES, AND UNOBLIGATED RESERVE

Institution Name: Langston University		DRAFT Subject to Board Approval		
Revenue Description	2009-2010 amount	%	Revised amount	Increase or Decrease
1. Beginning Fund Balance July 1, 2008	7,941,000		7,941,000	
2. Expenditures for Prior Year Obligations	1,850,000		1,850,000	
3. Unobligated Reserve Balance July 1, 2008 (line 1 - line 2) (net of FY2009 encumbrances/expenditures)	6,091,000		6,091,000	
4. Projected FY2010 Receipts:				
State Appropriated Funds - For Operations	19,178,468	57.8%	19,099,017	(79,451)
State Appropriated Funds - For Grants, Contracts and Reimbursements	1,191	0.0%	1,191	
Federal Appropriations	-	0.0%	-	
Local Appropriations	-	0.0%	-	
Resident Tuition (includes tuition waivers)	6,685,321	20.1%	6,685,321	
Nonresident Tuition (includes tuition waivers)	3,346,270	10.1%	3,346,270	
Student Fees	1,705,907	5.1%	1,705,907	
Gifts, Endowments and Bequests	698,850	2.1%	698,850	
Other Grants, Contracts and Reimbursements	-	0.0%	-	
Sales and Services of Educational Departments	-	0.0%	-	
Organized Activities Related to Educational Departments	-	0.0%	-	
Technical Education Funds	-	0.0%	-	
Other Sources	226,204	0.7%	226,204	
Federal Stimulus Funds - ARRA	1,347,665	4.1%	1,347,665	
5. Total Projected FY2009 Receipts	33,189,876	100.0%	33,110,425	(79,451)
6. Total Available (line 3 + line 5)	39,280,876		39,201,425	(79,451)
7. Less Budgeted Expenditures for FY2009 Operations	33,189,876		33,110,425	
8. Projected Unobligated Reserve Balance June 30, 2009 (line 6 - line 7)	6,091,000		6,091,000	(79,451)

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART II - SPONSORED BUDGET

Schedule A
Summary of Educational and General Sponsored Expenditures by Function

Institution Name:	DRAFT Subject to Board Approval					
Activity Number	Activity/Function	2008-2009 Amount	Percent of Total	Revised Amount	%	Increase or (Decrease)
	Educational & General Budget - Part II:					
	Instruction	\$ -	0.0%	\$ -		\$ -
	Research	6,016,000	27.8%	6,016,000		\$ -
	Public Service	12,901,000	59.6%	12,901,000		\$ -
	Academic Support	-	0.0%	-		\$ -
	Student Services	2,678,000	12.4%	2,678,000		\$ -
	Institutional Support	-	0.0%	-		\$ -
	Operation and Maintenance of Plant	-	0.0%	-		\$ -
	Scholarships and Fellowships	45,000	0.2%	45,000		\$ -
21	Total E&G Part II:	\$ 21,640,000	100.0%	\$ 21,640,000	0.0%	\$ -

PENDING						
Fund Number	Fund Name	2008-2009 Amount	Percent of Total	Revised Amount	%	Increase or (Decrease)
430	Agency Relationship Fund	\$ 21,640,000	100.0%	\$ 21,640,000		\$ -
	Total Expenditures by Fund:	\$ 21,640,000	100.0%	\$ 21,640,000	0.0%	\$ -

Oklahoma State Regents for Higher Education
EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART II - SPONSORED BUDGET

Schedule B
Summary of Educational and General Sponsored Expenditures by Object

Institution:		DRAFT Subject to Board Approval					
Langston University		EXPENDITURES BY OBJECT					
Object Number	Object of Expenditure	2008-2009 Amount	Percent of Total	Revised Amount	%	Increase or (Decrease)	
1	Personnel Services:						
1a	Teaching Salaries	\$ -	0.0%	\$ -		\$ -	
1b	Professional Salaries	8,350,000	38.6%	8,350,000		\$ -	
1c	Other Salaries and Wages	550,000	2.5%	550,000		\$ -	
1d	Fringe Benefits	2,750,000	12.7%	2,750,000		\$ -	
1e	Professional Services	1,950,000	9.0%	1,950,000		\$ -	
	Total Personnel Services	\$ 13,600,000	62.8%	\$ 13,600,000		\$ -	
2	Travel	580,000	2.7%	580,000		\$ -	
3	Utilities	195,000	0.9%	195,000		\$ -	
4	Supplies and Other Operating Expenses	1,750,000	8.1%	1,750,000		\$ -	
5	Property, Furniture and Equipment	3,200,000	14.8%	3,200,000		\$ -	
6	Library Books and Periodicals	15,000	0.1%	15,000		\$ -	
7	Scholarships and Other Assistance	1,750,000	8.1%	1,750,000		\$ -	
8	Transfer and Other Disbursements	550,000	2.5%	550,000		\$ -	
	Total Expenditures by Object	\$ 21,640,000	100.0%	\$ 21,640,000		\$ 0.0%	

Oklahoma State Regents for Higher Education

EDUCATIONAL AND GENERAL BUDGET - FY2009-2010
PART II - BUDGET FOR SPONSORED RESEARCH AND OTHER SPONSORED PROGRAMS

Schedule C

REPORT OF EDUCATIONAL AND GENERAL INCOME, EXPENDITURES, AND UNOBLIGATED RESERVE

Institution: Langston University	DRAFT Subject to Board Approval		
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Revenue Description	2008-2009 Amount		Percent of Total	Revised Amount	Increase or Decrease (Decrease)
	\$	%			
1. Beginning Fund Balance July 1, 2009	\$ -	-		\$ -	\$ -
2. Expenditures for Prior Year Obligations					
3. Unobligated Reserve Balance July 1, 2009 (line 1 - line 2)	\$ -	-		\$ -	\$ -
4. Projected Receipts FY2010:					
Department of Agriculture	9,286,000	0.0%		9,286,000	-
Department of Commerce	155,000	0.7%		155,000	-
Department of Defense	1,055,000	4.8%		1,055,000	-
Department of Education	7,082,000	32.4%		7,082,000	-
Department of Energy	89,000	0.4%		89,000	-
Department of Health and Human Services	329,000	1.5%		329,000	-
Department of Homeland Security	-	0.0%		-	-
Department of Justice	-	0.0%		-	-
Department of Transportation -	659,000	3.0%		659,000	-
National Aeronautics and Space Administration	46,000	0.2%		46,000	-
National Institutes of Health	760,000	3.5%		760,000	-
National Science Foundation	967,000	4.4%		967,000	-
Other Federal Agencies	590,000	2.7%		590,000	-
City and County Government - New	-	0.0%		-	-
Commercial and Commercial Related	-	0.0%		-	-
Foundations	24,000	0.1%		24,000	-
Other Non-Federal Sources	18,000	0.1%		18,000	-
Other Universities and Colleges	-	0.0%		-	-
State of Oklahoma	830,000	3.8%		830,000	-
5. Total Projected FY2009 Receipts	\$ 21,890,000	57.6%		\$ 21,890,000	0.0%
6. Total Available (line 3 + line 5)	\$ 21,890,000			\$ 21,890,000	\$ -
7. Less Budgeted Expenditures for FY2009 Operations					
8. Projected Unobligated Reserve Balance June 30, 2009 (line 6 - line 7)	\$ 21,890,000			\$ 21,890,000	\$ -

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

EDUCATIONAL AND GENERAL BUDGET
FISCAL YEAR 2009-2010

Schedule F

SUMMARY OF EXPENDITURES BY FUNCTION AND OBJECT

Agency #	Institution Name	Date Submitted:	President's Name	DRAFT Subject to Board Approval									
420	Langston University		JoAnn Haysbert										
Object	Personnel Services	Travel	Utilities	Supplies & Other Operating Expenses	Property, Furniture, & Equipment	Library Books and Periodicals	Scholarships & Other Assistance	Transfers & Other Disbursements	TOTALS				
Activity & Sub-Activity/Function:													
11 Instruction	11,637,210	146,171	-	621,946	66,905	-	-	-	12,472,232				
12 Research	146,965	-	180,691	1,724,929	-	-	-	-	2,052,585				
13 Public Service	637,412	12,000	-	21,055	-	-	-	-	670,467				
14 Academic Support	1,854,686	35,035	-	721,623	-	380,000	-	-	2,991,344				
15 Student Services	1,932,271	317,688	-	148,325	-	-	-	-	2,398,284				
16 Institutional Support	2,975,286	51,700	-	756,522	60,000	-	-	-	3,843,508				
17 Operation. & Maintenance. of Plant	982,477	2,500	1,192,488	2,602,595	164,980	-	-	-	4,945,040				
18 Scholarships (Net of Tuition Waivers)	-	-	-	-	-	-	1,171,300	-	1,171,300				
11 Total E&G Part I	20,166,307	565,094	1,373,179	6,596,995	291,885	380,000	1,171,300	-	30,544,760				
Entry into CORE E&G Part I	20,166,307	565,094		7,970,174		671,885	1,171,300		30,544,760				
21 Total E&G Part II	13,600,000	580,000	195,000	1,750,000	3,200,000	15,000	1,750,000	550,000	21,640,000				
Entry into CORE E&G Part II													
Total Allotment	33,766,307	1,145,094	1,568,179	8,346,995	3,491,885	395,000	2,921,300	550,000	52,184,760				

Public Comments

Chairman Anthony announced that 15 minutes would be provided for the public to make comments to the Board of Regents, and he asked if there were any members of the public who would like to address the Board at this time.

Mr. Muhammad Robbalaa appeared before the Board. He said he is from Le Flore County. He said he didn't drive 200 miles to make anybody smile this morning. He said in his opinion it is pure nonsense for a historical black university to not have one African-American member sitting on the Board of Regents. He said he just cannot conceive it. He said he has been coming to Langston University for more than 50 years. He said he knew Dr. John Montgomery very well, and he knows the last African-American that served on the Board of Regents, Dr. Claud Evans. Mr. Robbalaa said he has five children who have graduated from Langston University.

Mr. Robbalaa said he is aware of the things that play into the hands of why people sit in such positions. He said money is the root of America's problems today. Money will not solve America's problems. He said the University needs to have someone that resembles the students who attend Langston University sitting on the Board. He said he cannot say that he relates to any of the current Board members. Mr. Robbalaa said he realizes that there is only one human family and under the complexion everyone is the same. He said the Langston study body is approximately 90 percent African-Americans, and there is not one African-American sitting on this Board of Regents. Mr. Robbalaa said he knows Governor Brad Henry and has met him personally. When Brad Henry ran for Governor the first time, he said he had the opportunity to meet him. He said he realizes that individuals get into these positions because they have thrown in a lot of money. Mr. Robbalaa said he is one who has not had the opportunity to have a lot of money, and he may have donated a few dollars to Governor Henry's campaign. He said he does know some African-American males who are qualified to sit on this Board, and he cannot understand why some of the people in this State have not backed one to do so. He said the Regents need to take a real good look at themselves and to think about what he just said to the Board. He said change is here and no one can stop it. Regardless of whether he is here or not—change is here. He said he has nothing else to say but that he would just like the Board to examine itself and think about what he said.

Regent Burns said he appreciates Mr. Robbalaa's comments and certainly welcomes an African-American on the Board as in the past. However, he said this Board does not get to choose its members because the members are chosen by the Governor. That being the case, Regent Burns asked Mr. Robbalaa what he would like the Board to do. Mr. Robbalaa said, for instance, the Governor picked every one of the Board members, and he is aware of this. He said he also has in the back of his mind why the Regents were put in this position because he said he believes he is just as qualified as any of the Board members. Mr. Robbalaa said he did not attend an institution of higher learning but instead attended a trade school in Okmulgee, but he said he had some of the best teachers this country has produced. Mr. Robbalaa said he has been studying Islam for over 45 years and has studied under Malcolm, Elijah, and Elijah's son. He said there is only one human family. Knowledge is bestowed upon everyone by our Creator. He said some individuals

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pat themselves on the back too much. Humility is the ultimate situation where someone who has knowledge exalts that knowledge. The more knowledge one has, the more humble he should be.

Regent Burns said his question to Mr. Robbalaa was what he wants the Regents to do. Regent Burns said he will make Mr. Robbalaa the promise that he will ask the Governor to appoint an African-American to this Board. Mr. Robbalaa expressed thanks.

Chairman Anthony said the Board appreciates Mr. Robbalaa coming from Le Flore County because he realizes that it was a long drive. He said the Board does not select its members, and the Board has had distinguished members over the years who were African-Americans. He said Dr. Evans is a good friend of his and someone he highly respects. It is important that the Regents understand the needs of this University as well as all the other universities the Board represents. Chairman Anthony said Mr. Robbalaa's point is very well made, and he acknowledged and expressed appreciation to Mr. Robbalaa for taking the time to address the Board.

Regent Boettcher said he believes Dr. Haysbert is a great teacher in articulating the one-world concept and said she has done a great job to make him feel more sympathetic to the needs of all groups, and certainly not the least of which is the African-Americans. Obviously, times are changing, and Regent Boettcher expressed appreciation for that. He said they cannot change fast enough for him, personally, because he has an African-American in his family. Mr. Robbalaa said his great-grandfather was Caucasian and his grandfather was Caucasian, so there is no animosity.

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MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES
MEETING OF DECEMBER 4, 2009

Chairman Anthony called upon the following Committee Chairs to give Committee reports.

Academic Affairs, Policy and Personnel Committee – Regent Greg Massey

(In addition to business discussed by the Academic Affairs, Policy and Personnel Committee during the business of Connors State College, Oklahoma State University, Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, and Langston University, the Committee discussed the following.)

Regent Massey said during the business of Oklahoma Panhandle State University, Regent Helm indicated that the Committee will be meeting between this meeting and the next Board meeting regarding institutional fees. Regent Massey asked Dr. Wilson to coordinate that meeting.

Fiscal Affairs Committee – Regent Fred Boettcher

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

Acceptance of FY-2009 Audit Reports

Regent Boettcher said the Fiscal Affairs Committee met with the representatives of Stanfield & O'Dell and with representatives of Connors, Langston, NEO, and OPSU regarding the FY-2009 audits. Special attention was directed to a material weakness in internal control in the audit for Connors State College. The Committee acted to recommend the Board accept the FY-2009 audit reports for Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University.

Regent Boettcher moved and Regent Burns seconded to accept the FY-2009 audit reports for Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University as presented.

Those voting aye: Board Members Lester, Massey, Anthony, Boettcher, Burns, and Hall. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion carried.

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Regent Boettcher reported that the Committee met with representatives of Cole & Reed and the OSU administration concerning the FY-2009 audits of OSU and its constituent budget agencies. The Committee also received information relating to the Foundation audits. The Committee acted to recommend that the Board accept the FY-2009 audit reports for the Oklahoma State University System.

Regent Boettcher moved and Regent Hall seconded to accept the FY-2009 audits reports for the Oklahoma State University System as presented.

Those voting aye: Board Members Massey, Anthony, Boettcher, Burns, Hall, and Lester. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion was approved.

Acceptance of FY-2009 Financial Statements of CIED

Regent Boettcher reported that the Fiscal Affairs Committee acted to recommend that the Board accept the FY-2009 financial statements of the Oklahoma State University Center for Innovation and Economic Development, Inc.

Regent Boettcher moved and Regent Burns seconded to accept the FY-2009 financial statements of the Oklahoma State University Center for Innovation and Economic Development, Inc., as presented.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Peach, Watkins, and Helm. The motion carried.

Engagement of External Auditors

Regent Boettcher reported that the Committee discussed the engagement of external auditors for the FY-2010 institutional audits. He said Mr. Strande shared with the Committee the proposals from the two current firms. The Committee acted to recommend that the Board continue with Stanfield and O'Dell, Certified Public Accountants, to conduct the FY-2010 audits of Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University. The Committee further acted to recommend the Board continue with Cole & Reed, P.C., Certified Public Accountants, to provide the FY-2010 audits of Oklahoma State University and its constituent budget agencies. The fee for Stanfield & O'Dell will be \$188,100, and the fee for Cole & Reed will be \$260,000, which are the same amounts as FY-2009.

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Regent Boettcher moved and Regent Burns seconded to continue the engagement of external auditors with Stanfield and O'Dell, Certified Public Accountants, to conduct the FY-2010 audits of Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University in the amount of \$188,100, and with Cole & Reed, P.C., Certified Public Accountants, to conduct the FY-2010 audits of Oklahoma State University and its constituent budget agencies in the amount of \$260,000.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Watkins, Helm, and Peach. The motion passed.

Engagement of Firm to Perform Quality Assurance Review

Regent Boettcher reported that the Fiscal Affairs Committee received a recommendation from Mr. Strande concerning the selection of an outside consultant to perform a Quality Assurance Review in accordance with the Institute of Internal Audit standards as required by State Statutes. The Committee acted to recommend Board approval to waive the bidding requirements and select Richard Tarr & Associates to perform the Quality Assurance Review of the Department of Internal Audits at the same fee of \$15,500 as was charged for this service three years ago.

Regent Boettcher moved and Regent Massey seconded to select Richard Tarr & Associates to perform a Quality Assurance Review of the Department of Internal Audits at the rate of \$15,500.

Those voting aye: Board Members Anthony, Boettcher, Burns, Hall, Lester, and Massey. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

Regent Boettcher further reported that the Committee received a report from Mr. Strande concerning an overview of the activities of the Department of Internal Audits as well as an update on the status of the FY-2010 Audit Plan.

Regent Burns said there is currently a search in process for a new Comptroller at Connors State College. This is related to some of the audit issues that occurred during the last year at Connors. He said he has discussed with Dr. Bosserman the possibility of OSU providing accrual auditing services for Connors for a fee, and Dr. Bosserman is in the process of formulating a proposal to present at a future Board meeting as well as to the Connors administration prior to that time regarding the proposal. In the meantime, Regent Burns reported that Dr. Nero will delay the search for a new Comptroller while that option is explored. By the next Committee meeting

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Dr. Nero will be in a position to thoroughly evaluate Dr. Bosserman's proposal and will present a recommendation to the Board.

Chairman Anthony said he was glad this issue was addressed. He said, hopefully, this will be a way to improve the situation. Regent Burns said the whole concept is to explore whether or not some efficiencies can be achieved as a result of being a System while at the same time maintain the autonomy of the institutions.

Planning and Budgets Committee - Regent Jay Helm – No report.

Adjournment

At approximately 11:50 a.m., Regent Lester moved and Regent Boettcher seconded that the meeting be adjourned.

Those voting aye: Board Members Boettcher, Burns, Hall, Lester, Massey, and Anthony. No: None. Abstentions: None. Absent: Helm, Peach, and Watkins. The motion was approved.

MEETING OF THE A & M BOARD OF REGENTS

December 4, 2009

Scholars Inn Clubhouse
Langston University
Langston, Oklahoma

ORDER OF BUSINESS

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

Secretary of State meeting notice was filed on October 27, 2008.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of October 23, 2009

DATES OF NEXT REGULAR MEETINGS

For **Information** Purposes Only:

Friday, January 22, 2010 -- Muskogee, Oklahoma – Room 803, 201 Court Street,
Muskogee Downtown Campus, Connors State College

For **Consideration** of Approval:

Thursday, March 4, 2010 -- Stillwater, Oklahoma – Oklahoma Room, Student Union,
Oklahoma State University

BUSINESS WITH COLLEGES AND UNIVERSITIES

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

COMMITTEE REPORTS

Academic Affairs, Policy and Personnel Committee (Greg Massey)

Fiscal Affairs and Plant Facilities Committee (Fred Boettcher)

Planning and Budgets Committee (Jay Helm)

OTHER BUSINESS OF THE BOARD OF REGENTS

Reports or recommendations by the Executive Secretary

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

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

DATE: December 4, 2009

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

PLACE: Scholars Inn Clubhouse, Langston University, Langston, Oklahoma

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON OCTOBER 27, 2008.

Business:

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of October 23, 2009
- Approval of March 4, 2010, Board Meeting

CONNORS STATE COLLEGE

- General Information/Reports Requiring No Action By the Board
Personal remarks by President Nero
- Policy and Operational Procedures
Approval of Anti-Harassment, Employee Conduct, and Workplace Threats and Violence policies
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

* The Board will have breakfast on Friday, December 4, 2009, at 7:30 a.m. in the lower level of the White House on the campus of Langston University, Langston, Oklahoma, with Langston University President JoAnn Haysbert and Oklahoma State University President V. Burns Hargis and possibly other OSU administrators for informal discussion. Various subjects may come up for discussion, but Presidents Haysbert and Hargis have indicated particular interest in the following subjects: recent activities/developments pertaining to legislative/governmental issues, matters affecting State funding, administrative issues, systemization, future staffing, capital projects including new construction and renovation, educational programs, student matters, athletics, external relations, budget matters, fund raising, student recruitment and retention, and Board communications. The Board may also receive from the Executive Secretary announcements of general information and interest, information on Board administrative operations, and information about recent and upcoming meetings and discussions. A lunch is scheduled for approximately 12:00 p.m. in the C. F. Gayles Atrium, Langston University, Langston, Oklahoma.

- Instructional Programs
 - Approval of course changes and program modifications
- New Construction or Renovation of Facilities
 - Approval to award a construction contract for the Fine Arts Building Renovation Project
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel report

OKLAHOMA STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
 - Opening comments
 - OSU Accomplishments
- Resolutions
 - Adoption of Memorial Resolutions for George Gries, Kathryn Grace Harrison Robbins, and Ronald Sanders
- Policy and Operational Procedures
 - Approval of improvement plans for NCAA Athletics Certification
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
- Instructional Programs
 - Approval of new degrees and program modifications
- Other Business and Financial Matters
 - Approval is requested to ratify an interim approval request to name two rooms in the Math Sciences Building to honor two faculty
 - Approval to name lab to honor corporate donor BlueCross/BlueShield
 - Projects to be submitted for possible Master Real Property Lease Funding in 2010
 - Approval of lease agreement for office space
- Contractual Agreements (other than construction and renovation)
 - Approval for addendum to contract with Clean Energy
 - Approval to increase a contract for development services with the Oklahoma State University Foundation
- New Construction or Renovation of Facilities
 - Approval to select an Architect for the McElroy Hall Expansion and Renovation project
 - Approval to select a Construction Manager at Risk for the McElroy Hall Expansion and Renovation project

- Approval to select an engineering firm to provide Enhanced Commissioning Services for the Student Union Expansion and Renovation project
- Approval to begin the selection process for an Architect to prepare a master plan for the possible expansion and renovation of Human Environmental Sciences
- Approval to begin the selection process for an Architect to prepare a master plan for the Departments of Music and Theater
- Approval to begin the consultant selection process for an Architect to assist the University in designing and building a Transit Operations and Maintenance Facility
- Approval to begin the consultant selection process for a Construction Manager at Risk to assist the University in designing and building a Transit Operations and Maintenance Facility
- Approval to select a Construction Manager at Risk for the Cow Creek Restoration and Streambank Stabilization project

- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting

OKLAHOMA PANHANDLE STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
Approval of school fees, special fees, and course fees
- New Construction or Renovation of Facilities
Approval to select a Construction Manager at Risk for the Electrical Upgrade project
Approval to select an Electrical Engineer for the Electrical Upgrade project
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
OPSU's Centennial Birthday Party
Out-of-state travel summary
President's Update reports

NORTHEASTERN OKLAHOMA A&M COLLEGE

- General Information/Reports Requiring No Action By the Board
NEO Newsletter
Higher Learning Commission focus visit
Letter of intent for Reach Higher Program
- Policy and Operational Procedures
Approval of Supplemental Retirement Program Proposal

- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
Approval of position description and authorization to initiate job search process for the position of Dean of the School of Human Environmental Sciences
- Contractual Agreements (other than construction and renovation)
Approval to proceed with implementation of a P-card program
- New Construction or Renovation of Facilities
Approval to begin selection procedures for a Construction Manager at Risk for the Student Union Renovation project
Approval to select an Architect for the Athletic Training Facility – Phase I project
Approval to select a Construction Manager at Risk for the Athletic Training Facility – Phase I project
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- Student Services/Activities
Approval of proposed revision of policy for residence hall visitation hours
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
Out-of-state travel summary
Academic Calendar 2010 - 2011

LANGSTON UNIVERSITY

- General Information/Reports Requiring No Action By the Board
Quarterly FTE employee report
2009-2010 athletic schedules
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
- Instructional Programs
Approval of degree requests and program modifications
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
Approval of E&G budget revision

- Contractual Agreements (other than construction and renovation)
Approval to continue affiliation agreements with facilities for the training of Nursing, Health Administration, and Physical Therapy students
- New Construction or Renovation of Facilities
Approval of grant agreement between Langston University and the U.S. Department of the Interior
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
Out-of-state travel summary

PUBLIC COMMENTS

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

COMMITTEE REPORTS

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

Fiscal Affairs Committee

Receive information and a possible recommendation regarding FY-2009 audits for Langston University, Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, and Connors State College.

Receive information and a possible recommendation regarding FY-2009 audits for Oklahoma State University and its constituent budget agencies, and receive information regarding applicable institutional-related foundation audits.

Receive information and a possible recommendation regarding the engagement of external auditors for the FY-2010 institutional audits.

Receive information and a possible recommendation regarding the selection of an outside consultant to perform a Quality Assurance Review in accordance with the Institute of Internal Audit standards as required by State Statutes.

Report concerning Department of Internal Audits and status of the Audit Plan for FY-2010.

Academic Affairs, Policy and Personnel Committee

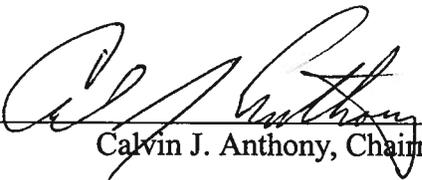
Planning and Budgets Committee

OTHER BOARD OF REGENTS' BUSINESS

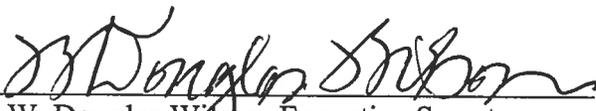
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, reclassification, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable,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

December 4, 2009

BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES

By: 
Calvin J. Anthony, Chairman

ATTEST:


W. Douglas Wilson, Executive Secretary

Certified correct minutes subject to approval of the Board of Regents of the Oklahoma Agricultural and Mechanical Colleges on January 22, 2010.


Cherilyn Williams, Secretary