

MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL
COLLEGES

for the

JANUARY 20, 2012

Regular Board Meeting

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

January 20, 2012

	<u>Page</u>
I. Items Pertaining to the Board of Regents for the Oklahoma A&M Colleges - Of Interest to All the Colleges	
Order of Business	1
Approval of Minutes	2
Approval of Future Board Meetings	2
Fiscal Affairs Committee Report	90
Engagement of External Auditors	90
Academic Affairs, Policy and Personnel Committee Report	91
Revision to Board Policy 3.03 <u>Political Activities of Employees</u>	91
Adjournment	92
II. Business With the Colleges	
 <u>OKLAHOMA PANHANDLE STATE UNIVERSITY</u>	
Approval to Contract with Wiley Hicks, Jr., Inc., for Projects	3
Agenda	5-13
 <u>CONNORS STATE COLLEGE</u>	
Introductory Remarks	14
Approval of Position Description for Vice President for Academic Affairs	15
Approval of Budget Revision	15
Purchase Requests	17
Balance of Agenda	17
Agenda	18-41
 <u>NORTHEASTERN OKLAHOMA A&M COLLEGE</u>	
Approval of Policy, "Gifts to Northeastern Oklahoma A&M College"	42
Personnel Actions	43
Transfer of Funds	43
Approval of Academic Services Fee Changes	44
Naming of the Carter Student Union Ballroom	44
Approval to Enter Into a Master Lease Program Fiscal Year 2012	45
Tobacco Free Campus Initiative	45
Balance of Agenda	45
Agenda	46-59

II. Business With the Colleges	<u>Page</u>
 <u>LANGSTON UNIVERSITY</u>	
Announcement of Appointment of President of Langston University	60
Adoption of Memorial Resolution for Dr. Ernest L. Holloway	60
Personnel Actions	61
Budget Revision	61
Approval to Participate in the 2012 Real Property Master Lease Program	61
Approval of Proposed Academic Service Fees	62
Expression of Appreciation to Search Committee	62
Balance of Agenda	63
Agenda	65-78
 <u>OKLAHOMA STATE UNIVERSITY</u>	
<u>Academic Affairs</u>	
Personnel Actions	80
Approval of Special Fees for 2012-2013	80
Approval of Position Description for Vice President for Business and Economic Development	80
Approval of Proposed New Degrees and Program Modifications	81
 <u>Administration and Finance</u>	
Approval to Name a Suite of Three Rooms in Edmon Low Library	81
Approval to Move Funds from Fund 290 to Fund 295	82
Approval to Dispose of Equipment through Transfer	82
Approval to Enter into Intergovernmental Agreements with the City of Stillwater and the Payne County Commissioners	83
Approval for Cowboy Athletic Facilities, LLC, to Enter Board of Regents Property and for a Gift-In-Kind Agreement	84
Approval to Begin the Consultant Selection Process for an Architect to Assist OSUIT in the Design of a Comprehensive Campus Master Plan	85
Approval to Begin the Consultant Selection Process for an Architect to Assist in the Design and Construction of a Parking Garage on the North Campus	85
Approval to Begin the Consultant Selection Process for a Construction Manager At Risk to Assist in the Design and Construction of a Parking Garage on the North Campus	85
Approval of Purchase Request Items	86
Balance of Purchase Requests	87
Update Report on Lake Carl Blackwell	87
III. Public Comments	88

MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES, JANUARY 20, 2012

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

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in Conference North of the 3rd Floor Student Center on the campus of Oklahoma State University-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma, on January 20, 2012.

Those present: Mr. Jay L. Helm, Chairman; Mr. Andrew W. Lester, Vice Chairman; Mr. Calvin J. Anthony; Mr. Douglas E. Burns; Mr. Rick Davis, Mr. Joe D. Hall; Mr. Tucker Link; Mr. Jim Reese; and Mrs. Lou Watkins.

Absent: None.

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. Linda Novak, Administrative Associate; and Ms. Cherilyn Williams, Administrative Associate.

After the Executive Secretary announced a quorum was present and affirmed that all documents had been filed, the meeting was called to order at approximately 10:40 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE COLLEGES
MEETING OF JANUARY 20, 2012

Order of Business

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

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

January 20, 2012

Approval of Minutes

Regent Anthony moved and Regent Link seconded to approve the minutes of the December 2, 2011, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Approval of Future Board Meetings

Chairman Helm announced that the next regular meeting of the Board of Regents is scheduled to convene on February 24, 2012, in the Click Family Alumni Hall of the ConocoPhillips OSU Alumni Center on the campus of Oklahoma State University, Stillwater, Oklahoma. He noted that this is a change from the Student Union that was earlier approved and posted with the Secretary of State. In addition, a meeting is scheduled to convene on April 13, 2012, in the Regents Room of the Bruce G. Carter Student Union on the campus of Northeastern Oklahoma A&M College, Miami, Oklahoma. He asked for a motion to confirm these meetings.

Regent Link moved and Regent Anthony seconded to approve the change of the meeting location for the February 24, 2012, Board meeting from the Student Union to the Click Family Alumni Hall of the ConocoPhillips OSU Alumni Center on the campus of Oklahoma State University, Stillwater, Oklahoma, and to approve the meeting scheduled for April 13, 2012, in the Regents Room of the Bruce G. Carter Student Union on the campus of Northeastern Oklahoma A&M College, Miami, Oklahoma.

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

January 20, 2012

OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

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

Dr. Bryant expressed appreciation to President Shirley and her staff for the outstanding hospitality. He said the dinner last evening was very special.

Dr. Bryant called the Board's attention to the November/December, 2011, and the January, 2012, President's Update newsletters. He said the January, 2012, newsletter is a mini annual report of the 2011 calendar year and includes several highlights and accomplishments of the University.

Approval to Contract with Wiley Hicks, Jr., Inc., for Projects

Dr. Bryant requested Board approval to contract with Wiley Hicks, Jr., Inc., as the Construction Manager At Risk (CMAR) on call to replace the roof on the Field Hall Dormitory. Funding will be provided through Section 13 and other lawfully available funds. The projected CMAR fee is \$4,920, and the projected cost is \$82,000, which includes the CMAR fee.

Dr. Bryant further requested Board approval to contract with Wiley Hicks, Jr., Inc., to provide repairs in the training room, laundry room, and football locker rooms located in the Oscar Williams Field House on the OPSU campus. Funding will be provided from Section 13 and other lawfully available funds. Dr. Bryant reported that the information provided earlier has been updated after the bids were received, and the corrected amounts are listed in the Agenda. The CMAR fee is \$10,966, and the cost is \$204,018, which includes the CMAR fee.

Regent Reese moved and Regent Link seconded to authorize Oklahoma Panhandle State University to contract with Wiley Hicks, Jr., Inc., to replace the roof on the Field Hall Dormitory as presented.

Regent Anthony noted that Section 13 funds will be used for this construction, and he asked for an explanation regarding these funds and if there are any limitations. Dr. Bryant said Section 13 funds are funds received each year for capital improvement type projects. For OPSU, these funds have grown from about \$500,000 to approximately \$900,000 the past two years. Regent Anthony asked if these funds are from the Land Commission, and Dr. Bryant responded affirmatively. Regent Watkins asked if that money has to be spent every year or if it can be held over. Dr. Bryant said it can be held over. Chairman Helm said it is his understanding that these funds can accumulate in reserves, and Dr. Bryant said this is correct.

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

Regent Anthony moved and Regent Lester seconded to authorize Oklahoma Panhandle State University to contract with Wiley Hicks, Jr., Inc., to make repairs in the Oscar Williams Field House as presented.

Chairman Helm noted that the actual cost is about 35 percent greater than the estimate, and he asked if there was an explanation given for the increase. Dr. Bryant said the primary reasons for the increase involved the decisions to air condition the south locker rooms, which are the two primary locker rooms, and to re-carpet the floors instead of sealing the concrete floors.

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

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

OKLAHOMA PANHANDLE STATE UNIVERSITY
Goodwell, Oklahoma

January 11, 2012

Board of Regents for Oklahoma A & M Colleges

Dear Board Members,

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

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

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

None

Part G---Other Business and Financial Matters

None

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

None

Part I---New Construction or Renovation of Facilities

1. Board approval is requested to contract with Wiley Hicks, Jr., Inc., Construction Manager at Risk (CMAR) on call, to replace the roof on the Field Hall Dormitory on the OPSU campus. Funding will be from Section 13 and other lawfully available funds.

Scope of work:

- Remove all existing roof down to concrete decking and haul away
- Install asphalt primer to the entire roof surface
- Install 1-Layer of ½” insulation with hot asphalt
- Install 4-PLYS of type IV fiberglass felt with hot asphalt
- Install modified flashing to all vertical wall areas with hot asphalt
- Provide pre-finished down spouts, collectors box, scupper drains, vent flashings, and outside edge metal on top of parapet wall.

CMAR Projected Fee: \$4,920

Projected cost: \$82,000 (includes CMAR Fee)

2. Board approval is requested to contract with Wiley Hicks, Jr., Inc., Construction Manager at Risk (CMAR) on call, to do repairs in the training room, laundry room, and football locker rooms located in the Oscar Williams Field House on the OPSU campus. Funding will be from Section 13 and other lawfully available funds.

Scope of work:

- Provide accommodations for two additional whirlpools in training room
- Provide needed upgrade and repairs to existing laundry room
- Upgrade football locker rooms to provide additional equipment storage, to accommodate football-sized lockers and to repair existing showers and restrooms.

CMAR Projected Fee: ~~\$7,500~~ **\$10,966**

Project Projected Cost: ~~\$150,000~~ **\$204,018** (includes CMAR Fee)

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. The November/December 2011 and January 2012 President's Update Newsletters are attached.
2. The November and December 2011 Summary of Out-of-State Travel is attached.
3. The quarterly FTE report is attached.

Respectfully submitted,


David A. Bryant
President

President's Update

A monthly newsletter from the Office of the President

November/December 2011

Campus Events

- Dec. 1** **Band & Choir Concert**, 7 p.m., Centennial Theatre, no admission charge for OPSU students, faculty & staff
- Dec. 3** **Emily Dye's Recital**, 7 p.m., Centennial Theatre, free
- Dec. 6** **Faculty & Staff Holiday Luncheon**, 11:30 a.m.-1 p.m., Ballroom
- Dec. 10** **Women's Basketball vs. SWOSU**, 2 p.m.
Theresa Royse's Senior Recital, 7 p.m., Centennial Theatre
- Dec. 12-15** **Finals**
- Dec. 16** **Final grades due at noon**
Women's Basketball vs. Central Christian College, 6 p.m.
Men's Basketball vs. Central Christian College, 8 p.m.
- Dec. 23-**
Jan. 2 OPSU will close for the holidays beginning Dec. 23 and will reopen Jan. 3.
- Dec. 30** **Men's Basketball vs. WTAMU**, 7 p.m.
- Dec. 31** **Women's Basketball vs. Henderson State**, 2 p.m.
- Jan. 2** **Women's Basketball vs. Eastern New Mexico Univ.**, 7 p.m.
- Jan. 5** **Men's Basketball vs. UA-Ft. Smith**, 5:30 p.m.
Women's Basketball vs. UA-Ft. Smith, 7:30 p.m.
- Jan. 9** **Back-to-School Breakfast**
Serving begins at 7:30 a.m. and meeting begins at 8 a.m.
- Jan. 11** **Classes begin**

CONGRATULATIONS to:

The inaugural class of the OPSU Hall of Fame! This year's inductees include the entire **1961 football team**; the late **Jim Holder**, a running back who led the country in 1963 with a whopping 1,775 yards rushing in one season; **Junior Wolf**, another running back who made 25 touchdowns in 1958, scoring 12 of those in back-to-back games; basketball player **Anthony Blakely**, who earned 1st team All-American honors in 1989, averaging 21 points and 10 rebounds per game; and **Yelle Pierau**, OPSU's all-time leading women's basketball scorer, who chalked up a whopping 1,582 points from 1991 to 1993.

Teri Mora, named Citizen of the Year at the annual Guymon Chamber of Commerce banquet for her enthusiastic, selfless support of her students and the community.

Kayla Pollard, **Destyni Tate-Boggs**, and **Emily Vasquez**, softball players honored by the National Fastpitch Coaches Association (NFCA) for academic excellence. They have been named All-America Scholar Athletes, a prestigious award earned by maintaining at least a 3.5 grade point average and lettering in softball.

The **equestrian team** for earning high point team honors at both shows held at the University of Nebraska-Lincoln and also to **Leah Butts** and **Jena Braun** for qualifying for the regional competition!

Programming Team members **Jonathan Faulkner**, **Clint Strailey** and **Camille Washington** for finishing in the top 10 at the regional AITP competition!

Yvonne Sangster, OPSU's drawing and pastel instructor, for winning awards for two pastels that she entered into the Lone Star Pastel Society Fall Show! Her piece entitled "Sunday Best" received 1st place, while "Mother Goose" received an honorable mention.

Rhyan Daugherty

The Residence Halls Supervisor oversees all of the campus student housing, manages over 20 resident assistants, and helps with security in the cafeteria. But according to Rhyan, the real satisfaction comes from mentoring college students, watching them mature, and following their lives following graduation.

"It's very rewarding. One of my former RAs wrote me recently to tell me I was the main reason he graduated," Rhyan said. He added that one thing most people may not know is that many times the parents dropping their kids off at school are far more scared than the students themselves and ask him to "keep an eye" on them.

Rhyan was raised in Colorado and graduated high school in Des Moines, N.M. Both of his parents graduated from OPSU, his mother with an English degree and his father with an aged degree and both are employed at schools in New Mexico. Before enrolling at OPSU, Rhyan spent time in the construction trade, and is, in fact, a journeyman plumber. He and wife Mindy moved to Goodwell and he was hired as dorm director in the summer of 2007. He earned his social studies degree in 2010 and plans to finish his master's in education administration this May from the University of the Southwest in Hobbs. Long term plans include teaching and coaching basketball, moving into a superintendent's position, and eventually working in administration in higher education.

The Daugherty family includes Aubrey, 5; Keenan, 4; and Brookleah, 2 and another child is anticipated in February, and yes, they live in the apartment in Holter Hall!

Rhyan has a lot of respect for his immediate bosses, Jessica Lofland and Tere Curtis and believes they all work well together as a team. "I really like OPSU because what people don't understand is that a lot of people who work here go above and beyond what they actually have to do and I think they're sometimes underappreciated," he commented. The young man in the on-call-24-hours-per-day-7-days-per-week position may be underappreciated himself, but he still maintains a great attitude and enthusiasm for what he does.

Aggie Football

The historic OPSU win against Northwestern Oklahoma State during the last home game on Nov. 5 was not only a crowd pleaser, but it also validated Jon Lyles' coaching philosophy. The high tempo offense and excellent conditioning helped wear out their opponents, and even though the Aggies trailed the Rangers until the last seconds, they stayed in the game and never gave up. Associate head coach Chris Limbach is quick to point out that the win is primarily attributable to the senior leadership on the team.

With the momentum from that last home game driving players, the coaches will push the team members hard in the off season with an eye towards filling those key leadership roles. Winter conditioning also gives the coaches an opportunity to get to know the players and helps them identify the position each team member can best fill.

The 2012 schedule includes another opening game with Missouri S&T and the Aggies will be ready to avenge the 34-23 loss they suffered this year. They also will play McMurry State, a very good Division III NCAA team. The football staff believes these two particular games will be a good barometer to gauge how well the team is playing.

Limbach said he also looks forward to recruiting. He likes bringing potential students to campus because he knows the students are impressed with the facilities and with the friendliness of the faculty and staff.

Next year's football games seem a long way off, but the players and coaches will be hard at work in the coming months to prepare for the 2012 season. They also plan a spring intrasquad scrimmage in late April so fans can get a sneak peek at the team after Lyles and his staff have been on the job for a full year.



David A. Bryant, President

President's Update

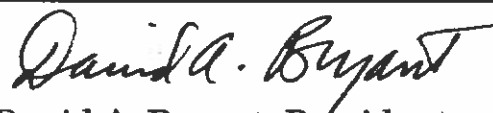
A monthly newsletter from the Office of the President

January 2012

2011 in Review

- **OPSU's fall 2011 figures show 1,463 individual students enrolled** at the institution, the highest number ever reported according to official records on file with the Oklahoma State Regents for Higher Education (OSRHE). The number reflects a 5% increase compared to the fall 2010 figures. In addition, OPSU has recorded the second-highest number of total credit hours. Students are enrolled in 19,693 hours, representing a 4% increase over the fall of 2010.
- **Jon Lyles** was named head football coach in January and led the Aggies to a 3-7 season, earning an historic victory against NWOSU in the final home game of the season.
- **Tri-County Electric Cooperative Inc.** committed an additional \$2,500 to OPSU each fall and spring semester to use for academic programs. The local electric cooperative will continue its support in athletics and other programs totaling approximately \$8,000 per year and will also continue providing additional financial assistance for OPSU's Community Service Learning Program. In 2010, the local power provider donated \$3 million in electrical upgrades, the largest single contribution in OPSU's history.
- The **rodeo team** raised approximately \$12,000 at their annual **Top Hand Auction** held in February. Commissioner **Jack Strain** and the **Texas County District 3 crew** were honored as Top Hands at the event.
- OPSU's **Murphy-Brown LLC Water Quality Testing Laboratory** received accreditation to perform "Bac-T" testing for municipalities and other entities in Kansas and Texas, providing a convenient location for the required testing. Bac-T is a measure of the presence or absence of E. coli and total coliforms in water.
- The **OPSU Staff Liaison Committee** raised nearly \$1,500 at the annual silent auction during the 2011 winter homecoming basketball games. The Committee holds the event to increase the endowment of the staff scholarship that benefits OPSU staff members, their spouses or children.
- The 11th annual **Paul Farrell Memorial Art Auction** raised \$15,355.00.
- **OPSU's Blood Council** was honored as the Coffee Memorial Blood Center's (CMBC) 2010 Council of the Year. The OPSU Council helped increase blood donations at the campus blood drives by 51.7% over the past year, generating 214 usable donations for 2010. The donations to CMBC serve those in need throughout the Oklahoma and Texas Panhandles.
- Several students attending the Association of Information Technology Professionals (AITP) 16th Annual National Collegiate Conference in 2011 brought home top honors. **Pam Gutierrez** and **Zane Greene** won 1st place in the Office Integration contest and **Josh Armstrong**, working alone, won 2nd place in PC Troubleshooting. The **Blake Westbrook** and **Klay Kuban** duo placed in 2 different contests, earning 3rd in Business Intelligence and an Honorable Mention in Graphic Communications. In addition, the **Web Application team** was chosen to present their project before a panel of 5 judges. Only 8 teams in the nation competed, and the OPSU group won Honorable Mention. The team created a new website for The Heritage Community, a not-for-profit entity based in Guymon.
- Artist and celebrated film maker **Eames Demetrios** designated a spot in OPSU's Centennial Park in "Kyamerica," the name of his alternative universe and visited campus to dedicate a bronze plaque in the park. OPSU's marker is one of only a handful of sites worldwide where Demetrios' alternate universe meets with the physical.
- **OPSU** and the town of **Goodwell** were recognized by the state regents (OSRHE) for their collaboration. The two entities team up and share support services such as police protection, fire suppression and emergency medical services, trash collection, water, a sewage system and engineering services.
- At the College National Finals Rodeo (CNFR) in June, **Troy Crowser** won 4th in saddle bronc riding, **Katie Jolly** finished 8th in breakaway roping, and **Brice Ingo** took 8th in tie down roping.
- **The Panhandle State Foundation received the largest donation in its history**, a \$1 million gift from the Rule of Law Education Fund. President **Dave Bryant** said the gift will establish The Rule of Law Education Scholarship Fund. OPSU students chosen for awards from this grant must meet certain criteria including being an Oklahoma citizen and an undergraduate during the period of the award, as well as qualify for financial assistance in order to pursue a degree.
- **Dr. Sara Jane Richter** published *The Oklahoma Panhandle*, a photograph- and fact-filled soft cover book that presents a unique look at the geographic area of the state's most-western part and tells stories. The book is available through Arcadia Publishing's website.
- **Jack Bryon Test, Jr.** is the 2011 J. R. P. Sewell award recipient.

- For the 5th consecutive year, the **OPSU men's rodeo team** won the 1st place title in the Central Plains Region of the National Intercollegiate Rodeo Association.
- OPSU's Director of Hispanic Student Services and Upward Bound, **Teri Mora**, was named the Guymon Chamber of Commerce Citizen of the Year. She is passionate about working with her high school and college students, constantly pushing them and even knocking on their parents' doors to let them know what their kids are doing.
- Sophomore **Gideon Busienei** won the Heartland Conference men's cross country title, covering the 8k course in 26:41:6, which was 16 seconds faster than the second place runner.
- Of the 11 regional, 4-year universities in the state, **OPSU posted the highest graduation rate** of first-time, full-time freshmen in the 2009-2010 academic year. Using data from each institution under its governance, OSRHE reported that OPSU graduated 39.1% of its first-time, full-time freshmen within 6 years.
- The Panhandle State Foundation announced the establishment of the **David and Sharon Petty Scholarship**. David Petty is a renowned lawyer and Sharon Petty is well known for her community involvement. Both Sharon and daughter, Lizbeth Lee, are OPSU graduates.
- The Athletic Department inducted members of the inaugural class of the OPSU Athletic Hall of Fame in October including the late **James "Jim" Holder** (football); **Junior Wolf** (football); **Yelle Pierau** (women's basketball); **Anthony Blakely** (men's basketball); and the **1961 Aggie Football Team**.
- HALO students attending the United States Hispanic Leadership Institute (USHLI) in Chicago in February included **Ramon Aguilar; Bryan Armendariz; Valeria Garduno; Alex Lopez; Edith Ortega; Marybel Rodriguez; and Marco Valencia**.
- The OPSU Student Athletes of the Year for 2010-2011 are **Zach McCaskill** and **Kala Belson**. Belson competed in volleyball and McCaskill was a member of the Aggie football team and both are exemplary leaders and excellent students.
- After 14 years of service as OPSU's Director of the Marvin E. McKee Library, **Evlyn Schmidt** retired in June.
- **Mel Riley** served as Director of Financial Aid, a position she has held for nearly 20 years before retiring in June.
- **Yvonne Sangster**, OPSU's drawing and pastel instructor, received awards for two pastels that she entered in the Animal/Wildlife category in the Lone Star Pastel Society Fall Show held in Oct. Sangster's "Sunday Best" received 1st place, while "Mother Goose" received an honorable mention.
- OPSU's Volleyball team won the American Volleyball Coach's Association team academic award for the 2nd consecutive year.
- **Dr. Wayne Stewart**, Dean of Education at OPSU, is serving as President of the Oklahoma Association of Colleges of Teacher Education (OACTE) for the 2011-2012 term.
- The 2010-2011 **OPSU women's basketball team** earned a combined 3.31 grade point average (GPA) for the academic year, ranking them first in the Heartland Conference.
- OPSU helped sponsor the **1st Panhandle Regional Fire and EMS School** that was held in Sept. Approximately 140 firefighting and emergency medical services providers representing 39 departments from Oklahoma, Colorado, Texas and Kansas spent the weekend in Guymon to sharpen their skills and learn the latest techniques. The 17 instructors issued 173 certificates for firefighting, fire safety and emergency medical technician (EMT) to those who completed courses.
- **Chi Alpha Sigma** is the only national honor society specifically for college student athletes. OPSU student athletes inducted this year were **Kala Belson, Johnathan Bentley, Breanna Drayer, Klayton Kuban, Zacchaeus McCaskill, Jared Messer, Megan Nieuwenhuis, Jared Pecore, Brittany Sciacca, and Danielle Smith**.
- The National Association of Rural Education named **Kristie Ramon** the 2011 Rural Teacher of the Year. She teaches first grade, Reading Recovery, and reading intervention strategies at Gus Birdwell Elementary School in Spearman, Texas. Ramon is a graduate of OPSU and is married to Tindle Ramon, the son of Dr. Serafin and Valois Ramon of Goodwell.
- Two OPSU alums, **Taos Muncy** and **Jhett Johnson** captured world titles at the 2011 Wrangler National Finals Rodeo in Las Vegas in December. Muncy won the saddle bronc riding and Johnson won the team roping heeler title.
- **Equestrian team members Leah Butts and Jena Braun** qualified for regional competition in the final Intercollegiate Horse Show Association (IHSA) show of the season.
- **Kayla Pollard, Destyni Tate-Boggs, and Emily Vasquez** were honored by the National Fastpitch Coaches Association for academic excellence. All 3 were named All-America Scholar Athletes, a prestigious award earned by maintaining at least a 3.5 GPA and lettering in softball.
- **Casey DeBock, Kala Belson, Johnathan Bentley, and Camron Nisly**, members of the 2011 OPSU Crops Judging team, won 4th place in the nation behind three much larger schools at the North American Colleges and Teachers of Agriculture (NACTA) contest.



David A. Bryant, President

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Nov/Dec2011
MONTH

FUND SOURCE	FY12		FY11		FY12		FY11	
	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	13	\$ 8,482.66	16	\$ 3,551.75	63	\$ 24,775.05	69	\$ 16,754.34
FEDERAL					2	\$ 988.67		
PRIVATE								
AUXILIARY	1	\$ 3,388.00	1	\$ 864.00	3	\$ 4,167.24	10	\$ 4,484.25
OTHER		\$ -		\$ -				\$ -
TOTAL	14	\$ 11,870.66	17	\$ 4,415.75	68	\$ 29,930.96	79	\$ 21,238.59

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION
FTE EMPLOYEE REPORT

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

D. Bryant
PRESIDENT

FROM: OKLAHOMA PANHANDLE STATE UNIVERSITY

SUBJECT: FTE EMPLOYEE REPORT FOR FISCAL QUARTER ENDING 12/31/11

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

FTE EMPLOYEE CATEGORIES

	EDUC. AND GEN. BUDGET PART I			EDUC. AND GEN. BUDGET PART II			AGENCY ACCOUNTS OTHER			SUB-TOTAL			TOTAL FTE
	OTHER			OTHER			OTHER			OTHER			
	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT	FACULTY	REGULAR	STUDENT	
CURRENT QTR	38	34	25	0	1	0	0	0	3	12	38	37	113
PRIOR QTR	36	54	10	1	1	1	0	0	5	5	37	16	113
INC (DEC)	2	(20)	15	(1)	0	(1)	0	(2)	(2)	7	1	(22)	0
PRIOR FY	56	49	20	1	1	1	0	0	8	15	57	36	151

January 20, 2012

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Tim Faltyn, President, and Ms. Shirley Twilley, Interim Vice President for Fiscal Services, appeared before the Board of Regents to present the business of Connors State College and review the Agenda for members of the Board.

Dr. Faltyn said he would like to thank President Shirley for the hospitality last evening. He said he and his wife, Kelly, really enjoyed the dinner.

Dr. Faltyn said he committed to the Board to provide updated enrollment reports. He said he was hoping the enrollment would be a little closer to breakeven. He provided a handout which reflects the spring 2012 enrollment and the spring 2012 credit hours enrollment. He said enrollment concludes this evening, and it is anticipated that those numbers will flatten out a bit; however, the enrollment at Connors will still be behind for the spring semester. From a budget perspective and an operations perspective, the budget was built in such a way that he does not believe it will have an impact on the College. An indicator of a healthy campus is enrollment growth, and enrollment is being addressed.

Dr. Faltyn also presented a summary of Federal Student Aid changes in the FY 2012 budget bill. He said he and Dr. Hale addressed these changes at the monthly President's Council meeting. He said these changes affect institutions such as NEO and Connors differently because as open-door institutions, students of these colleges choose to attend there as much as these institutions choose the students. When agencies tinker with things such as high school graduation requirements and federal financial aid, it impacts such schools. He said it is a student's responsibility to qualify for federal financial aid, and the new changes will require a student to have a high school diploma or equivalent. Students will be required to pass individual instruction exams or they will not graduate from high school, regardless of whether or not students have completed all the necessary coursework. Dr. Faltyn said he and Dr. Hale wanted the Board to be aware of this because this has the potential to impact these institutions. Regent Anthony said he is aware that Oklahoma tries to obtain a waiver on the "No Child Left Behind" requirement, and he said he thought that affected the testing components. He said he thought that if Oklahoma obtains that waiver that it does away with that requirement. Dr. Faltyn said his understanding is that the waiver will allow the End Of Instruction (EOI) exams for this year, but it does not take it out of play. He said Representative McPeak is actually looking into legislation to do away with the EOI exam.

Dr. Faltyn reviewed the Connors Connection publication with the Board. He highlighted a few articles including the new mascot selected by the students named "Connor;" the College recently endowing over \$130,000 for the E.P. and Roberta L. Kirschner Endowed Scholarship Fund; and the initiation of the new student and employee wellness programs, which includes a partnership with the Muskogee Swim and Fitness center for the students who attend classes in Muskogee.

Dr. Faltyn said probably the one thing that has occupied most of the time of the College over the past few weeks was the move from the Haskell Building to the new Muskogee West campus,

which is a shared campus with Northeastern Oklahoma State University. Connors began courses two weeks ago in the new facility.

Approval of Position Description for Vice President for Academic Affairs

Dr. Faltyn reported that after almost 25 years of service, Dr. Jo Lynn Digranes is retiring February 1, 2012. She will stay a few months after that date to help with the transition process. Dr. Faltyn said he has been impressed with how many things of which she has exclusive knowledge. He said Dr. Digranes is a legend of Connors, she is beloved, and she will be missed.

Dr. Faltyn said he presented a proposed position description for this position to the Academic Affairs, Policy and Personnel Committee at its meeting this morning.

Regent Lester said the Committee met with the administration of Connors State College regarding approval of a position description and authorization to initiate the search process for the position of Vice President for Academic Affairs. He said President Faltyn provided information regarding the job overview; duties and responsibilities; knowledge, skills, and abilities required; as well as the education and experience required for the position. The Committee acted to recommend Board approval of the administrative recommendation as presented.

Regent Lester moved and Regent Anthony seconded to approve the position description for the position of Vice President for Academic Affairs and authorization to begin the search process.

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

Approval of Budget Revisions

Dr. Faltyn presented a handout regarding the proposed budget revisions for Connors State College. (Information regarding the proposed budget revision is collectively on file in the Board of Regents' Office as Document No. 2-1-20-12.) He said since August he has indicated that he will present to the Board what he kept calling significant budget revisions. The budget revisions for the E&G Budget total more than \$1.5 million. When the budget was built in May and June, there were items listed that the College wishes to achieve but were not necessarily funded, i.e., renovations to the President's home, a document imaging system, new phone system, etc. There were also some items that were left out of the original budget, i.e., increases in Sodexo and UGL Unicco contracts.

Dr. Faltyn said he has been talking for some time about a lot of the deferred maintenance items, which include asbestos abatement. Also, an increase in the cost of feed for the College Farm was overlooked in the amount of \$28,000, and a cost of \$30,000 was not budgeted to accomplish things like web advertisement to increase publicity.

On the auxiliary side, farm equipment is badly needed and was actually in the planned purchases; however, it did not get built into the budget. Also, the parking lots at the Warner campus and the Port campus have not been resurfaced in 16 years and are in dire need of resurfacing. These are the things that are being addressed moving forward. It is a lot of information and a lot of money.

Regent Burns asked if the money for these expenses will come from reserves, and Dr. Faltyn responded affirmatively. Regent Anthony asked for an explanation regarding the UGL contract. Dr. Faltyn said this is a contract for custodial and maintenance services for the Warner campus. It is negotiated every year, and the negotiated term involved a 3.5 percent increase in May. For some reason it did not get built into the budget. It was agreed upon and he actually brought the contract to the Board in June.

Dr. Faltyn said he is comfortable with these changes because he believes it puts Connors on the right path for the things it agreed to do in its original budget. After the budget revisions are made, Regent Davis asked the amount of reserves for Connors. Ms. Twilley said the reserves will be \$4.8 million. Regent Burns asked what percent of the budget would this represent, and Dr. Faltyn said it would be 45-50 percent of the budget. Typically, 8-20 percent is where an institution should be. Regent Burns asked if there is any understanding as to why the reserves were built at such a large number. Dr. Faltyn said he does not know, especially when there are broken windows and leaking roofs on campus. He said he does believe there was a desire to make sure that the College was a good steward of the money, particularly in light of knowing hard times were coming. Dr. Faltyn said as a new President coming in he is thankful for that because it allows him to do some of the things that need to be done and move forward.

Regent Hall asked the terms of the UGL contract. Sharon Toy, Director of Purchasing, said it was competitively bid when that was initially put in place, but she said she does not know the exact terms of the contract right now. Ms. Twilley said the amount that was budgeted was not the correct amount. Regent Anthony said his understanding is that it is not all just an increase. Ms. Twilley said Connors had not budgeted for the normal increase, and the \$150,000 also includes the \$125,000 increase the Board had approved about four months ago because of an amendment to increase the services provided by UGL.

Regent Link moved and Regent Reese seconded to approve the budget revisions as presented in the Connors Agenda.

Regent Link asked if there will be any more revisions like this for the remainder of the fiscal year. Dr. Faltyn said he does not believe so. Chairman Helm said the Board asked Dr. Faltyn to look at what needed to be done and to bring this information to the Board. He said he just wanted to note that the Board has specifically voted on it and approved it.

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

Purchase Requests

With respect to the request to seek bids and purchase a student ID card system, Dr. Faltyn said Connors has had the current system for seven years. He said it is not meeting the needs of the College, and, from his perspective, it puts Connors at a risk from a security standpoint in terms of access to certain areas. The new system will also allow Connors to load student financial aid onto a student's ID card so that it can be used like a debit card on campus and at local restaurants. Chairman Helm noted that NEO is also going through the process of changing its student ID system. He said he does not know if there will be any benefit to bid that together. Dr. Faltyn said this is an excellent idea and will be evaluated.

Along that line, Regent Burns said during the interview process yesterday a candidate mentioned the time that had been spent in an effort that pooled all campuses throughout the state for the purpose of providing student health insurance. The state was able to obtain a rate that was approximately 20 percent less. Regent Burns asked if it is known if this has been explored for Oklahoma. Dr. Hale responded that he is aware that some pooling has been done with respect to athletic insurance, but he is not aware of anything outside of athletic departments. Chairman Helm said he believes this is something that needs to be discussed with the Office of the Oklahoma State Regents for Higher Education because student health issues are involved. Oklahoma might look at what other states were able to do by pooling the students together for statewide insurance coverage.

Balance of Agenda

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

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

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

CONNORS STATE COLLEGE

Warner, Oklahoma

January 20, 2012

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

Dear Board Member:

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

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

1. Personal Remarks – Dr. Tim Faltyn

- *Enrollment Report*
- *Federal Student Aid changes RE: High School EOI Exams*
- *Connors Connection*

B. RESOLUTIONS:

None

C. POLICY AND OPERATIONAL PROCEDURES:

None

D. PERSONNEL ACTIONS:

1. Vice President for Academic Affairs

Approval is requested to post the attached position description for the Vice President for Academic Affairs announcing a formal search to fill the position

E. INSTRUCTIONAL PROGRAMS:

1. Program Articulation Agreement

Approval is requested for the attached Articulation Agreement with Northeastern Oklahoma A&M College.

2. Program Modifications

Approval is requested for the attached proposed program option in Agriculture.

F. BUDGETARY ACTIONS:

1. Budget Revision

1. Approval is requested for E&G Part I budget revision to incorporate capital equipment purchases and Institutional facility repairs and maintenance (see attached).
2. Approval is requested for Auxiliary Fund budget revision to incorporate capital equipment purchases for the Auxiliary Farm (see attached).

G. OTHER BUSINESS AND FINANCIAL MATTERS:

None

H. CONTRACTUAL AGREEMENTS (other than construction and renovation)

None

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

None

J. PURCHASE REQUESTS:

1. Purchase Orders Over \$35,000

Approval is requested for the following purchase orders over \$35,000 for FY'12:

1. Bull Test Feed \$65,000.00
2. Authorization is requested to seek bids and purchase a student ID card system with maintenance in the estimated cost of \$80,000 in the first year. Estimated maintenance costs in the subsequent year would be \$17,000. Funding will be provided in the first year with Section 13 offset funds and in subsequent years with student ID card fees.

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. *Retirement of Dr. Jo Lynn Digranes, Executive Vice President, effective February 1, 2012.*
2. *Out-of-State Travel Reports for November and December, 2011, attached.*
3. *FTE Report for 2nd Quarter of FY2011-12, attached.*
4. *Livestock Sales Report for 2nd Quarter of FY2011-12, attached.*
5. *Veterinary Payments Report for 2nd Quarter of FY2011-12, attached.*

Respectfully submitted,

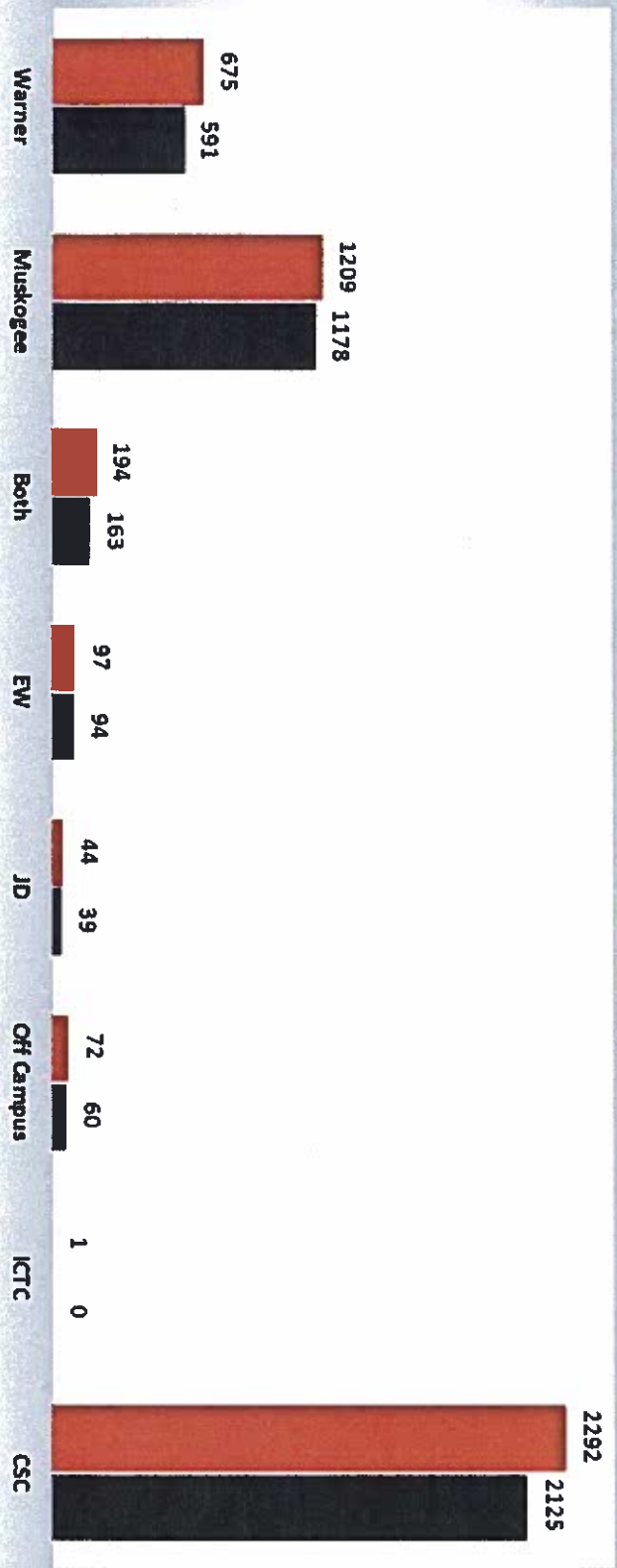


Dr. Tim Faltyn
President

■ Spring 2011 ■ Spring 2012

Spring 2012 Enrollment
Jan 17, 2012

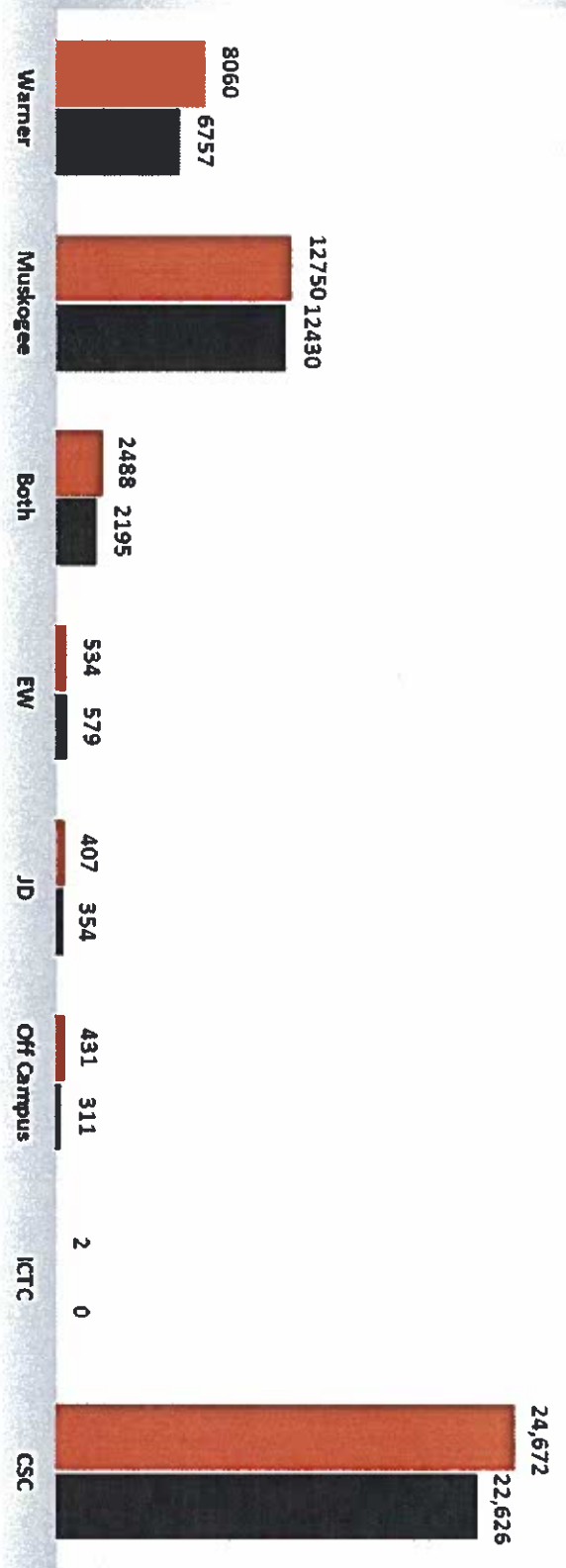
Change
-7.3%



■ Spring 2011 ■ Spring 2012

Spring 2012 Credit Hours Jan 17, 2012

Change
-8.3%



Summary of Federal Student Aid Changes in FY 2012 Budget Bill

(Excerpts from National Association of Student Financial Aid Administrators, 12/16/11)

Provisions Affecting All Title IV Programs

- Ability-to-benefit (ATB) options for establishing general student eligibility for Title IV funds are eliminated for students who first enroll in a program of study on or after July 1, 2012. Neither ATB testing nor earning six credits applicable to a degree or certificate will satisfy the academic qualifications for receiving Title IV funds. A student will need to have a high school diploma or its recognized equivalent, or have been home schooled, to meet the eligibility criterion.
- Qualifying income for the Automatic Zero EFC determination is reduced to \$23,000, beginning with award year 2012-13. The law currently sets that threshold at \$30,000, but directs the Department of Education to adjust it annually based on the Consumer Price Index. For 2012-13, the threshold was scheduled to increase to \$32,000, from \$31,000 used in 2011-12. Auto zero applies only to EFC calculations for dependent students (based on parent income) and independent students with dependents other than a spouse (based on the combined income of the student and spouse).

Provisions Affecting Pell Grant Only

- Maximum award remains \$5,550. The bill sets the maximum appropriated amount for 2012-13 at \$4,860, and reaffirms the amounts available for the mandatory add-on, which results in the total of \$5,550 for award year 2012-13.
- Minimum award remains 10% of maximum, but the bump-up for students whose calculated award is at least 5% of the maximum but less than 10%, has been eliminated.
- Duration of eligibility is reduced from the equivalent of 18 full-time semesters to the equivalent of 12 full-time semesters. The text that grandfathered students who received Pell prior to July 1, 2008, is removed. Thus, this reduction will affect all students beginning with the 2012-13 award year, not just those who received a Pell Grant for the first time on or after July 1, 2008.



JOB DESCRIPTION

JOB TITLE: Vice President for Academic Affairs

REPORTS TO: President

CLASSIFICATION:

STATUS: Full-time, Exempt

LENGTH OF EMPLOYMENT:

JOB OVERVIEW: Provide inspired educational leadership for the college and faculty. Establish and maintain a culture of high academic standards, intellectual inquiry, and student success. Serve as Chief Academic Officer, responsible for the planning, development, supervision and evaluation of all instructional divisions. Administer college policies and procedures and manage human, physical, and fiscal resources as they support instructional programs. Provide guidance and oversight for all work and programs pertaining to educational partnerships. The position reports to the President and is a 12-month, continuing position.

DUTIES AND RESPONSIBILITIES:

- Provide educational leadership for the college and faculty, ensuring that the college's mission is served, its goals are pursued, and its values are reflected in all of the college's educational endeavors.
- Establish and maintain a culture of high academic standards, intellectual inquiry, and student success by providing leadership in the development of effective and innovative strategies, methodologies, and practices.
- Serve as Chief Academic Officer, responsible for the planning, development, supervision and evaluation of seven major instructional divisions plus other academic departments and centers, ensuring that the educational offerings effectively respond to the current and anticipated needs and interests of the district.
- Administer college policies and procedures and manage human, physical, and fiscal resources as they support the instructional programs of the college. Oversee operating and capital budgets for Academic Affairs in communication with the appropriate staff.
- Provide guidance and oversight for all work and programs pertaining to educational partnerships.

- Provides information and develops required reports for the Oklahoma State Regents for Higher Education and other external and internal departments/agencies.
- Plans/implements professional development opportunities for faculty and academic staff, including in-services prior to fall and spring semesters.
- Represents Connors State College on the Council of Instruction at the Oklahoma State Regents for Higher Education and at other professional groups as necessary.
- Coordinates scheduling for on-campus and off-campus courses.

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

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of curriculum development and planning
- Knowledge of the integration of technology into instruction
- Ability to effectively manage staff including planning, organizing, supervising and evaluation of personnel and program objectives
- Ability to communicate well, both orally and in writing
- Ability to meet deadlines and perform a variety of tasks under pressure
- Ability to work with a diverse population

EDUCATION/EXPERIENCE REQUIRED:

- Requires a doctorate in education, higher education administration, or relevant academic field, and successful administrative or educational leadership at a community college., including training in curriculum design, instructional delivery and the elements of effective teaching and learning;
- A minimum of 5 years of successful education administration and leadership built on a solid record of teaching or related instructional experience.

Connors State College is an Affirmative Action/Equal Opportunity/E-Verify Employer.

SIGNED: _____ **DATE:** _____



In our continual review of programs and curriculum, Connors State College has identified the following requests for curriculum changes:

I. Articulation Agreement between Connors State College and Northeastern Oklahoma A&M College:

A. Associate in Applied Science Degree - Medical Laboratory Technician.

The proposed agreement and resulting academic program would be very low cost and provide another medical degree program for Connors State College students. The proposed articulation agreement will provide students with the educational opportunity to complete the required general education and natural science courses at Connors State College, with NEO A&M providing the Medical laboratory Technician courses through online courses, clinical experiences, and laboratory experiences. Upon completing all requirements, a student will have completed the degree. The medical Laboratory Technician Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (see attached).

II. Program Modifications

A. Associate of Science - Agriculture: Purebred Ranch Operations (PRO).

The Purebred Ranch Operations option is designed to provide a more intense focus on skills necessary for success in beef cattle production and for the seedstock segment of the beef industry. This program will prepare individuals to be more marketable and employer friendly by providing knowledge of the production practices, sales management, show and sale cattle preparation and a working knowledge of technological advances in today's ranching business. Given the geographic location of Connors State College and our existing working relationships with many of the top regional and national cattle operations we believe that this program has the potential to be a program of distinction for the college. In addition, data shows that this program will provide a new option currently not offered in the state that will match up nicely with various regional and national youth agriculture programs. Six new courses will be required to launch this degree option (see attached).

*These changes have been recommended by the appropriate academic program faculty and approved by our internal Curriculum Committee and Academic Council on January 4, 2012.

ARTICULATION AGREEMENT
BETWEEN
CONNORS STATE COLLEGE
AND
NORTHEASTERN OKLAHOMA A&M COLLEGE
ASSOCIATE IN APPLIED SCIENCE DEGREE
MEDICAL LABORATORY TECHNICIAN

**1+1 Articulation Agreement
Between
Connors State College
And
Northeastern Oklahoma A&M College
Associate in Applied Science Degree in Medical Laboratory Technician**

Northeastern Oklahoma A&M College (NEO) and Connors State College (CSC) mutually enter into this articulation agreement to provide students with the educational opportunity to complete the required general education and natural science courses at Connors State College leading to an **Associate in Applied Science Degree in Medical Laboratory Technician (MLT)** at Northeastern Oklahoma A&M College. Upon admission to the Medical Laboratory Technician Program, students will complete the core Medical Laboratory Technician courses through a combination of online learning modules, clinical experiences in area hospitals, and laboratory experiences on the NEO campus for two days at the beginning and two days at the end of the theory courses in the fall and spring semesters.

This agreement will be subject to the following provisions:

1. The student shall have completed the 36 credit hours as outlined in the attached transfer matrix prior to admission to the Associate in Applied Science Degree in Medical Technician Program at Northeastern Oklahoma A&M College.
2. The student shall earn a minimum of 35 semester hours at Northeastern Oklahoma A&M College of program specific Medical Laboratory Technician courses.
3. Completion of all of the courses outlined in the attached course transfer matrix will be accepted as satisfying the general education, computer proficiency, and science requirements for the Associate in Applied Science Degree in Medical Laboratory Technician at NEO College.
4. The student shall have earned a minimum cumulative grade point average of 2.0 on a 4.0 scale (an average grade of "C" or better) at CSC for admission to the MLT Program.
5. The student shall have a minimum grade of "C" in the required chemistry course, anatomy and physiology course or zoology course, and microbiology course for admission to the MLT Program.
6. The student shall have all academic deficiencies removed in accordance with the assessment criteria and remediation requirements at CSC.
7. Students shall meet all admission requirements for the NEO Medical Laboratory Technician Program as described in the attachment, "Medical Laboratory Technician Program Admission/Enrollment". Students who have completed the

general education and science courses at CSC will be given the same considerations for admission to the program as the students who completed the pre-requisite courses at NEO College.

The student shall submit an application for admission to Northeastern Oklahoma A&M College, an application to the NEO Medical Laboratory Technician Program by the deadline, ACT scores, official transcripts from all colleges attended, and an official high school transcript or equivalency. The NEO Director of Admissions will formally notify the student of his/her admission status to Northeastern Oklahoma A&M College. The Director of the Medical Laboratory Technician Program will formally notify the student of his/her admission status to the NEO Medical Laboratory Technician Program.

Upon formal approval of this articulation agreement by the appropriate officials of the two institutions, each is free to publicize the terms herein. This agreement shall remain in effect until one or all of the institutions deem it necessary to modify or terminate the agreement.

Gerald Jones, MLT Director date
Northeastern Oklahoma A&M College

Dr. David Loving date
Interim Vice President for Academic Affairs
Northeastern Oklahoma A&M College

Dr. Jo Lynn Digranes date
Executive Vice President
Connors State College

Dr. Jeffery Hale, President date
Northeastern Oklahoma A&M College

Dr. Tim Faltyn, President date
Connors State College

**Course Transfer Matrix for Articulation
Connors State College to
Northeastern Oklahoma A&M College
Associate in Applied Science Degree in Medical Laboratory Technician**

Connors State College*	Northeastern Oklahoma A&M College
See description below**	FYE 1011 Freshman Year Experience
ENGL 1113 English Composition I	ENGL 1113 Freshman Composition I
ENGL 1213 English Composition II***	ENGL 1213 Freshman Composition II
HIST 1483 or HIST 1493 American History	HIST 1483 or HIST 1493 American History
POLSC 1113 American Federal Government	POLS 1113 American Government
PSYC 1113 Introduction to Psychology	PSYC 1113 General Psychology
COMS 1133 Fundamentals of Computer Usage	CS 1103 Computers in Society
CHEM 1315 General Chemistry I***	CHEM 1215 Principles of Chemistry or CHEM 1314 General Chemistry
BIOL 2114 Human Physiology*** OR BIOL 1604 General Zoology OR BIOL 1314 Anatomy and Physiology I AND BIOL 1324 Anatomy and Physiology II	BIOL 2114 Anatomy & Physiology OR BIOL 1604 General Zoology
BIOL 2124 General Microbiology***	MCRO 2124 Introduction to Microbiology
NURS 1003 Medical Terminology	OIS 1113 Medical Terminology

*Students must remove academic deficiencies in accordance with CSC's academic assessment plan

**The orientation course is waived for transfer students; however, the student must have the required number of hours to graduate.

***Requires pre-requisite or co-requisite

TOTAL: 36 credit hours

**Plan of Study for Second Year at Northeastern Oklahoma A&M College
 Medical Laboratory Technician Program
 Upon formal admission to the MLT Program**

Fall Semester	
MLAT 1304 Basic Hematology	Online with on-campus laboratory component*
MLAT 1313 Phlebotomy, Urinalysis & Body Fluids	Online with on-campus laboratory component*
MLAT 2344 Clinical Chemistry	Online with on-campus laboratory component*
MLAT 2354 Pathogenic Bacteriology	Online with on-campus laboratory component*

Spring Semester	
First 8 weeks only	
MLAT 1414 Immunology & Serology	Online with on-campus laboratory component*
MLAT 2374 Immunoematology	Online with on-campus laboratory component*
Second 8 weeks only	
MLAT 1323 Clinical Practice 1 (4 weeks)	Clinical facility
MLAT 1333 Clinical Practice 2 (4 weeks)	Clinical facility

Summer Session	
MLAT 2373 Clinical Practice 3 (4 weeks)	Clinical facility
MLAT 2383 Clinical Practice 4 (4 weeks)	Clinical facility

*A majority of the course laboratory component shall be completed through distance learning activities. Students enrolled in the distance option will be required to participate in laboratory learning experiences on the NEO campus in Miami, Oklahoma, for two days at the beginning and for two days near the end of the theory courses in the fall and spring semesters.

Total: 35 credit hours

Program Total: 71 hours

Pre-requisite courses taken at CSC

36 hours

MLT courses taken through NEO

35 hours

Medical Laboratory Technician Program Admission/Enrollment

Application Process:

Enrollment in the Medical Laboratory Technician Program is limited due to availability of clinical space. Therefore, students must make formal application for admission to the Medical Laboratory Technician Program. Deadline for application to the program is April 1 preceding the fall semester the student desires to begin the Medical Laboratory Technician Program. Students must submit the following documents to the NEO Medical Laboratory Technician Program Office by the deadline.

- Completed Medical Laboratory Technician Program application
- High school transcript or GED certificate
- All college transcripts
- ACT scores

Students must have completed all the required general education and science courses included in the attached course transfer matrix prior to enrollment in the Medical Laboratory Technician Program. Students may be enrolled conditionally, contingent upon meeting the requirements before the program courses begin in the fall semester. *For example, a student may be enrolled conditionally, contingent upon completing the third required science course in the summer session before the MLT courses begin for the fall semester.*

The Medical Laboratory Technician Program Director will contact the applicant for a personal interview. Students will receive formal notification of their admission status by the Program Director.

Enrollment Criteria:

Upon admission to the Medical Laboratory Technician Program, students must meet additional requirements in order to enroll and/or matriculate through the program courses.

- Students are required to undergo criminal background and sexual offender checks. Costs for the checks and requests for additional information will be the responsibility of the student. A clinical facility may refuse any student's participation in clinical experiences. If a student is unable to meet clinical requirements, it will result in the student being unable to pass the course and policies for dismissal will apply.
- Clinical facilities may require students to submit to a drug screen prior to beginning the clinical experience, randomly during the clinical experience, and/or upon reasonable suspicion of use/abuse. The cost of drug testing will be the responsibility of the student.
- Students are required to submit a completed physical examination on the form provided by the Medical Laboratory Technician Program, submit evidence of required immunizations, provide the results of a Tuberculosis (TB) skin test, and purchase liability insurance (information will be provided), in accordance with current policies as stated in the Medical Laboratory Technician Student Handbook.

Accreditation

Connors State College and Northeastern Oklahoma A&M College are accredited by The Higher Learning Commission and members of the North Central Association – www.ncahlc.org/; (800) 621, 7440.

The Associate in Applied Science Program in Medical Laboratory Technician at Northeastern Oklahoma A&M College is accredited by the National Accrediting Agency for Clinical Laboratory Sciences – www.naacls.org/; (773) 714-8880.

DRAFT

- o Medical Laboratory Scientist, MLS(ASCP)

Application Fee: \$210

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1: A baccalaureate degree from a regionally accredited college/university including courses in biological science, chemistry and mathematics AND successful completion of a NAACLS accredited Medical Laboratory Science program within the last 5 years; OR

ROUTE 2: MLT(ASCP) certification AND a baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry), one semester (one quarter) of mathematics, AND two years of full time acceptable clinical laboratory experience in Blood Banking, Chemistry, Hematology, Microbiology, Immunology and Clinical Microscopy in the U.S., Canada or an accredited laboratory* within the last ten years; OR

ROUTE 3: CLA(ASCP)** certification, AND a baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry), one semester (one quarter) of mathematics, AND four years of full time acceptable clinical laboratory experience in Blood Banking, Chemistry, Hematology, Microbiology, Immunology and Clinical Microscopy in the U.S., Canada or an accredited laboratory* within the last ten years; OR

ROUTE 4: A baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry), one semester (one quarter) of mathematics, AND five years of full time acceptable clinical laboratory experience in Blood Banking, Chemistry, Hematology, Microbiology, Immunology and Clinical Microscopy in the U.S., Canada or an accredited laboratory* within the last ten years.

**laboratory accredited by a CMS approved accreditation organization (i.e., AABB, CAP, COLA, DNV, The Joint Commission, etc.)*

***CLA(ASCP) certification was discontinued in 1982. Only applicants previously certified as CLA(ASCP) may apply under Route 3.*



ASSOCIATE IN SCIENCE
Agriculture Option – P.R.O. (Purebred Ranch Operations)

Total Minimum Degree Hours.....	65 Hours
General Education Requirements.....	40 Hours
<i>(Check catalog course listings section for prerequisites)</i>	
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, U.S. History.....	3 hours
POLS 1113 American Federal Government	3 hours
BIOL 1114 General Biology	4 hours
CHEM 1315 General Chemistry I.....	5 hours
Humanities	6 hours
MATH 1513 College Algebra.....	3 hours
AGEC 2114 Intro to Agricultural Economics.....	4 hours
AGRI 2113 Microcomputers Techniques in Agriculture.....	3 hours
Program Requirements.....	25 hours
Program Core.....	18 hours
AGRI 1111 Agricultural Orientation.....	1 hour
ANSI 1124 Introduction to Animal Science.....	4 hours
AGRM 2302 Purebred Sales Management	2 hours
AGRM 1002 Ranch Operations and Maintenance	2 hours
AGRM 2103 Animal Health and Applied Reproduction.....	3 hours
AGRM 2012 Ranch Records and Registrations.....	2 hours
AGRO 1214 Intro.to Plant Science or AGRO 2114 Fundamentals of Soil Science.....	4 hours
Guided Electives¹	0-7 hours
AGEN 1123 Agricultural Engineering	3 hours
AGRI 2303 Ag Ecology and Natural Resources.....	3 hours
AGRM 1112 Show & Sale Cattle Preparation.....	2 hours
AGRM 2112 Advanced Show & Sale Cattle Preparation.....	2 hours
AGRI 2200 Agriculture Internship.....	1-6 hours
ANSI 2213 Livestock Feeds & Feeding.....	3 hours
ANSI 2122 Advanced Live Animal Evaluation.....	2 hours
ANSI 1102 Live Animal Evaluation	2 hours
ANSI 2323 Meat Animal & Carcass Evaluation	3 hours
BUSN 2543 Financial Accounting	3 hours
MATH 1613 Plane Trigonometry.....	3 hours
STAT 2013 Elementary Statistics.....	3 hours

¹ Consult Advisor for appropriate selections.



Purebred Ranch Operations

Additional Courses:

- AGRM 1002- Ranch Operations and Maintenance.....2Credits**
Class 1, Lab 2. An introduction to the operating techniques and current methods of constructing fences, corral design, show and sale facility design, planning for grazing systems, and farm equipment maintenance.
- AGRM 1112 Show & Sale Cattle Preparation.....2Credits**
Lab 6. A hands-on introduction to the topics of daily care, feeding, grooming, and exhibition of cattle. The students will gain practical knowledge and experience current trends and new techniques in preparation and presentation of show cattle.
- AGRM 2112 Advanced Show & Sale Cattle Preparation.....2Credits**
Lab 6. *Prerequisite: AGRM 1112 Show & Sale Cattle Preparation.* A lab-based course covering the topics of daily care, health management, hoof trimming, clipping, and exhibition. The students will gain the advanced skills needed to be successful in the presentation of show and sale cattle.
- AGRM 2103 Animal Health and Applied Reproduction.....3Credits**
Class 2, Lab 2. This course is designed to gain an understanding and hands on experience of the current methods of vaccinations, castration, dehorning, animal identification, artificial insemination, pregnancy detection, and embryo transfer in cattle. Students will obtain certification for Bovine Artificial Insemination and Palpation.
- AGRM 2012 Ranch Records and Registrations.....2Credits**
Class 2. A study of the basic records needed for beef cattle management and registrations for purebred cattle. This course will look in depth at methods of record keeping and herd reporting for many breeds of registered cattle.
- AGRI 2200 Agriculture Internship..... (1-6 hours)**
Prerequisite: Consent of the instructor. An educational experience for the student to receive a working knowledge of on ranch activities and management practices. The student will be placed at a progressive cattle ranch under the guidance of the ranch manager. At the conclusion of the internship, the student will give a summative presentation of the experience.

CONNORS STATE COLLEGE
SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF NOVEMBER, 2011

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	1	993.69	1	852.75	8	7,585.16	6	7,777.84
FEDERAL			0	0.00	2	2,886.63	0	0.00
PRIVATE			0	0.00	0	0.00	0	0.00
AUXILIARY			0	(cont'd from Oct.) 74.90	1	58.00	6	2,731.01
OTHER			0	0.00	0	0.00	0	0.00
TOTAL	1	993.69	1	852.75	11	10,529.79	12	10,508.85

CONNORS STATE COLLEGE
SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF DECEMBER, 2011

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	1	486.05	4	2,288.75	9	8,071.21	10	10,066.59
FEDERAL	1	393.98	5	5,355.17	3	3,280.61	5	5,355.17
PRIVATE			0	0.00	0	0.00	0	0.00
AUXILIARY			1	249.89	1	58.00	7	2,980.90
OTHER			0	0.00	0	0.00	0	0.00
TOTAL	2	880.03	10	7,893.81	13	11,409.82	22	18,402.66

Connors State College
LIVESTOCK SALES REPORT
FOR THE 2ND QUARTER OF FY 2011/2012

<u>DATE</u>	<u>WHERE</u>	<u>TYPE</u>	<u>WHAT</u>	<u>AMOUNT</u>
10/3/2011	Stigler Livestock Auction	Auction	(1) Black Cow	\$972.05
10/20/2011	Stigler Livestock Auction	Auction	(3) Black Cows	\$2,863.98
	Stigler Livestock Auction	Auction	(1) RMF Cow	\$828.05
	Stigler Livestock Auction	Auction	(2) Red Cows	\$1,695.10
	Stigler Livestock Auction	Auction	(2) BMF Cows	\$1,644.80
10/26/2011	Armitage Livestock	Ind Sale	(3) Bred Hefers	\$3,099.00
12/13/2011	Stigler Livestock Auction	Auction	(3) Red Steers	\$2,229.00
	Stigler Livestock Auction	Auction	(2) Black Steers	\$1,562.80
	Stigler Livestock Auction	Auction	(2) Red Steers	\$1,443.40
	Stigler Livestock Auction	Auction	(1) RMF Steer	\$941.30
10/26/2011	Stigler Livestock Auction	Auction	(2) Angus Cows	\$2,553.13
	Stigler Livestock Auction	Auction	(1) Crossbred Cow	\$1,276.57
11/2/2011	Billy or Kristina Taylor	Ind Sale	(2) Pigs	\$500.00
11/11/2011	Donnie or Cathy Yarbrough	Ind Sale	(1) Mix Breed Boar Pig	\$150.00
11/14/2011	Stigler Livestock Auction	Auction	(2) Black Steers	\$1,500.95
			TOTAL	<u><u>\$23,260.13</u></u>

**CONNORS STATE COLLEGE
VETERINARY PAYMENTS FOR 2nd QUARTER OF FY 2012**

<u>DATE</u>	<u>VENDOR</u>	<u>FUND</u>	<u>AMOUNT</u>
10/6/2011	Warner Hardware	290	\$7.14
10/6/2011	Warner Hardware	290	-\$15.19
10/6/2011	Dixon Farm Supply	701	\$603.90
10/14/2011	Genex CoOperative Inc	290	\$167.00
10/14/2011	Voss Veterinary Clinic	701	\$110.00
10/14/2011	RSM Farm Supply	701	\$26.30
10/14/2011	Warner Hardware	701	\$8.69
11/7/2011	Warner Hardware	701	\$13.33
11/7/2011	Warner Hardware	701	\$0.99
11/7/2011	Warner Hardware	701	\$78.49
11/7/2011	Warner Hardware	701	\$10.49
11/7/2011	Warner Hardware	701	\$12.50
11/7/2011	Dixon Farm Supply	701	\$331.46
11/28/2011	Ultrasound Technologies	701	\$1,500.00
11/28/2011	Hubler Veterinary Service	701	\$460.00
11/28/2011	Reproduction Enterprised Inc	701	\$130.00
12/1/2011	Fenton Animal Clinic	701	\$2,940.00
	Total		\$6,385.10

January 20, 2012

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 expressed appreciation to Dr. Shirley and her team for the dinner last evening. He said the campus looks great. He said her team is doing a really great job, and he can feel the energy on campus.

Dr. Hale shared the NEO Update report. The lead story is the opening of the new apartment complex. He noted that it is a beautiful facility, and he is excited to show the Regents the facility when they are on campus in April. He said 80 students were moved into the complex last weekend. He expressed thanks to the Board for the opportunity to complete that project. As each Board member is aware, housing facilities present several challenges, and he said he spent a great deal of time in Chairman Helm's office over the course of the project. He expressed appreciation for his personal contributions to help make this project a success.

Also included in the report is current spring enrollment information, which reflects a 40 percent increase since 2008, and the election of Phyllis Worley as Chair and Anna Milligan as Vice Chair of the NEO Development Foundation.

Other items of information presented by Dr. Hale included the receipt of a gift from the Sarkey's Foundation that will be used to fund an annual Sarkey's Summer Art Academy called, "An Affair of the Arts." He also reported that NEO is currently hosting the 67th annual High School Invitational Basketball Tournament with 48 teams competing from three states. He said this continues to be one of the largest and longest-running high school basketball tournaments in the country.

Approval of Policy, "Gifts to Northeastern Oklahoma A&M College"

Dr. Hale said the College received an estate gift from Treva M. McColey in the amount of \$395,780.60. Those estate funds came to the College and not the Foundation. He noted that items C-1. and F-1. pertain to this matter. He requested Board approval of a policy pertaining to "Gifts to Northeastern Oklahoma A&M College." The policy was drafted using OSU's policy as a model, and Ms. Boles worked with Scott Fern in the Office of Legal Counsel on the appropriate language for such a policy.

Regent Hall moved and Regent Anthony seconded to approve the new Northeastern Oklahoma A&M College policy, "Gifts to Northeastern Oklahoma A&M College" as presented.

Chairman Helm said it has been amazing the gifts that NEO has received, and he said the Board appreciates Dr. Hale's efforts in this regard.

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

Personnel Actions

Dr. Hale presented the position description and minimum required qualifications for the position of Vice President for Academic Affairs. He said this item was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting this morning.

Regent Lester said the Committee met with the administration of NEO regarding approval of the position description and authorization to initiate the search process for the position of Vice President for Academic Affairs. He said the position description includes the minimum required qualifications for the position, which is responsible for the development, implementation, and evaluation of all academic programs conducted and sponsored by the College. He said the Committee acted to recommend Board approval of the administrative recommendation as presented.

Regent Lester moved and Regent Burns seconded to approve the position description for the position of Vice President for Academic Affairs as presented and to authorize the NEO administration to initiate the search process.

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

Transfer of Funds

Regent Anthony moved and Regent Lester seconded to approve a transfer of funds in the amount of \$395,780.60 plus any accrued interest received from the Treva M. McColey Estate from the E&G Budget to the Development Foundation as presented.

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

Approval of Academic Services Fee Changes

Dr. Hale requested Board approval to eliminate two fees, add one new fee, and change the structure of the Student ID Fee. He said this was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting this morning.

Regent Lester reported that the Committee also met with the administration of Northeastern Oklahoma A&M College regarding approval of proposed changes in academic services fees, effective for the 2012 fall semester. He said information was provided to the Committee concerning current and proposed fees and the justification for the fee requests. The fee changes will generate revenue to offset the expenses of services to process admission applications, testing services, and records services. The Committee acted to recommend Board approval of the administrative recommendation as presented

Regent Lester moved and Regent Anthony seconded to approve the proposed changes in the academic services fees for Northeastern Oklahoma A&M College, effective with the 2012 fall semester.

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

Naming of the Carter Student Union Ballroom

Dr. Hale said prior to the renovation of the Student Union, the Ballroom had huge murals on the walls; however, the walls were structurally unsound and full of asbestos. NEO was unable to save those walls even though the murals were preserved in another part of the building. The murals were painted about 30 years ago by Dr. Nick Calcagno, who was a long-time Director of NEO's Art Department and a well-known artist throughout the country. His wife, Carol, was also a long-time faculty member and coached basketball for NEO. Their son, Gary, is on the staff of Oklahoma State University as the strength and conditioning coach for the football program. Dr. Hale requested permission to name the Student Union Ballroom after the Calcagno family in honor of the work that stood in that facility for nearly three decades.

Chairman Helm said he recently saw Carol Calcagno at the Fiesta Bowl in Arizona, and he noted that she is still very active. He said he believes this is a very nice tribute to the family.

Regent Lester moved and Regent Reese seconded to approve the naming of the Carter Student Union Ballroom the "Calcagno Family Ballroom."

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

Approval to Enter Into a Master Lease Program Fiscal Year 2012

Dr. Hale requested Board approval to enter into an Oklahoma State Regents for Higher Education Master Real Property Program in the amount of \$2,000,000, which will be used for the renovation of Kah-Ne Hall. He said this facility is NEO's third oldest building on campus. The project will consist of renovating approximately 14,000 square feet of space to house the Title III Grants Program and provide a new home for the Art Department, which was destroyed in a flood in 2007. The project will also consist of adding four new classrooms, which are desperately needed because of growth. Dr. Hale said the deadline for submission is January 27, 2012.

Regent Anthony moved and Regent Reese seconded to authorize Northeastern Oklahoma A&M College to enter into an Oklahoma State Regents for Higher Education Master Real Property Program in the amount of \$2,000,000 to be used for the renovation of Kah-Ne Hall as presented.

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

Tobacco Free Campus Initiative

Dr. Hale reported that Student Body Government leaders recently approached him about their interest in NEO becoming a tobacco free campus. The process has been initiated to begin those conversations on campus, provide public forums, and visit campuses that have made this transition. Dr. Hale said he is in full support of this initiative, but he is aware that it can be a somewhat controversial and divisive issue. He said he applauds their efforts and will support them any way he can. Dr. Hale said he wanted to bring this to the Board's attention.

Balance of Agenda

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

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

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
January 20, 2012

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

Dear Board Members:

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

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

1. President's Remarks

- December "NEO Update"

2. Sarkey's Foundation

The NEO A&M College Development Foundation has received a gift from the Sarkey's Foundation in the amount of \$22,754. The money will be used for funding "An Affair of the Arts", Sarkey's Summer Art Academy.

3. High School Invitational Basketball Tournament

The annual High School Invitational Basketball Tournament will be held January 19, 20 and 21, 2012. This is the 67th year that NEO has hosted this tournament. This year we have 48 teams from Oklahoma, Missouri and Kansas participating and the tournament continues to be the largest high school basketball tournament in the nation.

PART B - RESOLUTIONS

None

PART C - POLICY AND OPERATIONAL PROCEDURES

1. Policy Request – “Gifts to Northeastern Oklahoma A&M College”

Board approval is requested for following new Northeastern Oklahoma A&M College policy, “Gifts to Northeastern Oklahoma A&M College.”

To the fullest extent permitted by law and by any controlling documents, all gifts and donations to Northeastern Oklahoma A&M College should be managed, invested, reinvested and distributed by and through the Northeastern Oklahoma A&M College Development Foundation. The Board of Regents recommends to all persons or corporations desiring to make gifts or donations for the benefit of Northeastern Oklahoma A&M College that such gifts or donations be made to “The Northeastern Oklahoma A&M College Development Foundation” rather than to “Northeastern Oklahoma A&M College” or to “The Board of Regents of Northeastern Oklahoma A&M College.”

PART D - PERSONNEL ACTIONS

1. Initiate Job Search Process for Vice President for Academic Affairs

Approval is requested for the job description and minimum required qualifications and to initiate the job search process for the position of Vice President for Academic Affairs for Northeastern Oklahoma A&M College. A job description which includes the minimum required qualifications for this position is attached (Reference Document #2).

2. Change of Title and Salary

Approval is requested to change the title and salary of Brad Henderson, currently Director of Digital Communications, to Project Director of the Title III Grant, Part F. He will be paid \$47,398 from Title III Grant, Part F funds and \$15,800 from E&G funds, for a total annual salary of \$65,198, effective November 28, 2011.

PART E - INSTRUCTIONAL PROGRAMS

None

PART F - BUDGETARY ACTIONS

1. Transfer of Funds

Approval is requested to transfer funds in the amount of \$395,780.60, plus any accrued interest received from the Treva M. McColey Estate, from the E&G Budget to the Development Foundation. As directed in the Treva M. McColey Last Will and Testament, the funds will be used to provide scholarships for students graduating from Craig County high schools.

PART G - OTHER BUSINESS AND FINANCIAL MATTERS

1 2. Request for Academic Services Fees Changes

Approval is requested for proposed changes in our academic services fees, effective fall semester 2012, depicted in the following chart.

Name of Fee	Current Fee	Proposed Fee
Academic Records Fee	\$5.00 per semester	Eliminate fee
Graduation Fee	\$35.00 per event	Eliminate fee
Records Management Fee		\$4.00 per credit hour
Student ID Fee	\$15.00 one-time fee	\$10.00 per semester

The fee changes will generate revenue to offset the expenses of services to process admission applications, testing services, and records services. Fees can be viewed in Reference Document #1 which includes justification for the fee changes.

2 3. Naming of the Carter Student Union Ballroom

Northeastern Oklahoma A&M College requests approval to name the Carter Student Union Ballroom the "Calcagno Family Ballroom." Dr. Nick Calcagno and Carol Calcagno served as faculty members at NEO for a number of years. Dr. Nick Calcagno retired from NEO A&M College as Chairman of the Art Department after 24 years of dedicated service to the college. Dr. Calcagno began his employment with NEO in 1967 as an English and humanities instructor and seized the opportunity to teach art when an opening occurred two years later. He expanded the NEO art program and was very involved in working as an artist within the community, being commissioned to paint a mural for Osborn Drug Store. Other community projects include a bronze sculpture of Mickey Mantle in Commerce as well as murals at the Welch State Bank. Dr. Calcagno's legacy includes the creation and painting of an architectural mural fashioned after campus buildings and the many facets of student campus life which he painted on the walls of the Carter Student Union Ballroom. Dr. Calcagno also made the cast bronze of the Norseman statue, dedicated in April 1982, which stands in front of the Library-Administration Building. Dr. Calcagno passed away in August 2003. His wife, Carol, serves as a member of the NEO A&M College Development Foundation and she and their sons, Jim and Gary, continue to be loyal supporters of NEO. Carol was a member of the NEO women's basketball team from 1955-57, graduating from NEO in 1957. Carol returned to Miami after completing her graduate college work and directed the Norse Star drill team for six years and joined the NEO faculty as an instructor of physical education in 1971. During her tenure at NEO she served as the women's basketball coach.

3 4. OSRHE 2012 Summer Academy Grant, "E.D.U.C.A.T.E. M.E."

Northeastern Oklahoma A&M College received notification from the Oklahoma State Regents for Higher Education that we have been approved for funding of a 2012 Summer Academy Grant, "E.D.U.C.A.T.E. M.E.," in the amount of \$18,899. We request permission to accept the grant and expend the funds according to the Grant guidelines.

PART G - OTHER BUSINESS AND FINANCIAL MATTERS**4 5. OSRHE 2012 Summer Academy Grant, "Valuing Tradition: Applying Indigenous Stewardship in Ecology"**

Northeastern Oklahoma A&M College received notification from the Oklahoma State Regents for Higher Education, that we will receive third year funding for a 2012 Summer Academy Grant, "Valuing Tradition: Applying Indigenous Stewardship in Ecology," in the amount of \$12,962. We request permission to accept the grant and expend the funds according to the Grant guidelines.

5 6. Requesting Approval to Enter into a Master Lease Program – Fiscal Year 2012

Board approval is requested to enter into an Oklahoma State Regents for Higher Education Master Real Property Program in the amount of \$2,000,000. These funds will be used for the renovation of the Kah-Ne Hall. The debt service payments will be funded from the E&G Budget.

6 7. Master Lease Resolution

Authorization is requested for a reimbursement resolution declaring the Board's intent to reimburse certain allowable original capital expenditures in accordance with Regulation Section 1.150-2 of the Internal Revenue Code.

Northeastern Oklahoma A&M College intends to enter into a Master Lease Real Property Program for the acquisition of, or improvement to, real property with agreement transaction with the Oklahoma State Regents for Higher Education and the Oklahoma Development Finance Authority for the purpose of renovating Kah-Ne Hall.

The College may fund certain costs of the project prior to the delivery of the Lease from its own funds or borrowed funds. To the extent the College utilizes its own funds or borrows funds for said purposes, it is intended that proceeds of the Master Lease Real Property program will be utilized to reimburse the College and/or repay borrowed funds. Northeastern Oklahoma A&M College expects the Oklahoma Development Finance Authority to issue revenue bonds for the purpose of paying cost of the projects or reimbursing the college for expenses incurred in connection with the payment of projects' costs, and to pay certain costs of issuance and/or retiring indebtedness. Approval of this agenda item constitutes the Board's declaration of official intent as is required by the reimbursement regulations set forth in Regulation Section 1.150-2 of the Internal Revenue Code.

The course of the reimbursement of these expenditures will come from proceeds anticipated pursuant to the Oklahoma State Regents for Higher education Master Lease Real Property program.

7 8. Debt Service Payment - Master Lease Revenue Bonds

Board approval is requested to pay the debt service payment for FY 11-12 (January – June 2012) for the Series 2011C master lease property bonds in the amount of \$61,119.27. The monthly payments will be made with auxiliary and section 13 offset funds, and the purpose of the debt is for the construction of the student housing complex and the VOIP phone system. The final payment date of this debt issue is May 16, 2031.

PART G - OTHER BUSINESS AND FINANCIAL MATTERS

8 9. Revocation of Peace Officer Commission

We request revocation of peace officer commission for former officer, Abel Stose, effective December 19, 2011.

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

None

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

PART J - PURCHASE REQUESTS

None

PART K - STUDENT SERVICES/ACTIVITIES

None

PART L - NEW BUSINESS UNFORSEEN AT TIME AGENDA WAS POSTED

None

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

1. Out-of-State Travel Summary

The Summary of Out-of-State Travel for November and December 2011 is attached.

2. OSRHE FTE Employment Report

The OSRHE FTE Employment Report for the fiscal quarter ending December 31, 2011 is attached for your information.

PART M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**3. Tobacco Free Campus Initiative**

The Student Body Government at Northeastern Oklahoma A&M College believes that the health and safety of the students, staff, and faculty is of extreme importance and therefore propose to initiate the process to become a tobacco free campus. The Student Body Government has researched other campus tobacco free initiatives and is currently in the process of conducting a survey of students, staff, and faculty to determine the tobacco usage prevalence across campus. The Student Body Government will continue to obtain feedback from all constituents. They will conduct forums concerning the effects of tobacco on health. The SBG will provide information as requested concerning resources for smoking cessations and quitting the use of smokeless tobacco. The Student Body Government will assist the administration of Northeastern Oklahoma A&M College in developing a tobacco usage policy to be considered for Board approval within the next twelve to eighteen months.

Respectfully Submitted,



Dr. Jeffery L. Hale
President

Northeastern Oklahoma A&M College
Summary of Out-of-State Travel as of November 2011

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.	6	3,188.32	2	878.71	20	7,010.66	18	6,921.77
Federal	0	0	0	0	1	53.48	0	0
Private								
Auxiliary	0	0	2	796.82	3	994.77	7	3,760.98
Other								
Total	6	3,188.32	4	1,675.53	24	8,058.91	25	10,682.75

Summary of Out-of-State Travel as of December 2011

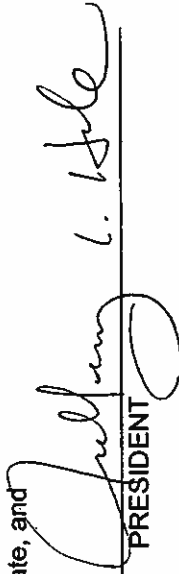
Column (1): Travel This Month
 Column (3): Amount Expended Current FY

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.	0	0	1	167.75	20	7,010.66	19	7,089.52
Federal	1	1,282.46	0	0	2	1335.94	0	0
Private								
Auxiliary	0	0	0	0	3	994.77	7	3,760.98
Other								
Total	1	1,282.46	1	167.75	25	9,341.37	26	10,850.50

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION FTE EMPLOYEE REPORT

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

From: Northeastern Oklahoma A&M College  PRESIDENT

Subject: FTE Employee Report for Fiscal Quarter Ending December 31, 2011

The following information is provided pursuant to 74 O.S. 1981, Section 3602

FTE Employee Categories

	EDUC & GEN BUDGET PART I			EDUC & GEN BUDGET PART II			AGENCY ACCOUNTS: OTHER				SUB TOTAL			TOTAL FTE
	FACULTY	OTHER		FACULTY	OTHER		FACULTY	OTHER		FACULTY	OTHER			
		REGULAR	STUDENT		REGULAR	STUDENT		REGULAR	STUDENT		REGULAR	STUDENT		
Current Quarter	79	86	6	0	5	13	0	24	4	79	115	23	217	
Prior Quarter	99	90	3	0	5	7	2	28	1	101	123	11	235	
Increase or Decrease	(20)	(4)	3	0	0	6	(2)	(4)	3	(22)	(8)	12	(18)	
Comparable Quarter Last Year	107	105	5	0	3	11	1	30	6	108	138	22	268	

1. File with State Regent's 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.

**Academic Services Fees
FY11 Request for Changes**

Other Special Fees
To be effective Fall 2012

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	\$ 5.00	Per Credit Hour		Lower Division	X
Proposed Fee	\$ -	Per Course		Upper Division	
Change	\$ (5.00)	Per Semester	X	Graduate Level	
Is this a new fee? Yes/No --->	No	Annually		Professional	
Date fee was last changed --->	10/24/1997	Date approved by local governing board: --->	January 20, 2012		

Comments: This fee is being eliminated and the new Records Management Fee will encompass the costs associated with processing transcripts, so this fee is no longer needed. If the Records Management Fee is not approved, this fee will need to stay in place.

Describe the basis for the amount of the fee:

Describe the use of revenue collected:

Consequence if fee is not approved:

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

Explain:

Projected New Revenue for FY13
Estimated Revenue for FY12
Total Projected Revenue for FY13

\$	-
\$	26,000
\$	-

**Academic Services Fees
FY11 Request for Changes**

Other Special Fees

To be effective Fall 2012

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	\$ 35.00	Per Credit Hour		Lower Division	X
Proposed Fee	\$ -	Per Course		Upper Division	
Change	\$ (35.00)	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	No	Annually		Professional	
Date fee was last changed --->	1/22/2010	Date approved by local governing board: --->	January 20, 2012		

Comments: This fee is being eliminated and the new Records Management Fee will encompass the costs associated with graduation, so this fee is no longer needed. If the Records Management Fee is not approved, this fee will need to stay in place.

Describe the basis for the amount of the fee:

Describe the use of revenue collected:

Consequence if fee is not approved:

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

Explain:

Projected New Revenue for FY13	\$ -
Estimated Revenue for FY12	\$ 14,500
Total Projected Revenue for FY13	\$ -

**Academic Services Fees
FY11 Request for Changes**

Other Special Fees
To be effective Fall 2012

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	X
Proposed Fee	\$ 4.00	Per Course		Upper Division	
Change	\$ 4.00	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: --->	January 20, 2012		

Comments:

Describe the basis for the amount of the fee: **The costs associated with handling and processing applications, processing transcripts, and handling the advisement and graduation process. These costs include both supplies and salaries.**

Describe the use of revenue collected: **To cover operating expenses associated with academic records services. This includes handling and processing applications, processing transcripts and handling the graduation process. Also included in these services would be student advisement services.**

Consequence if fee is not approved: **Services to students will be reduced.**

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

Explain:

Projected New Revenue for FY13
Estimated Revenue for FY12
Total Projected Revenue for FY13

\$	244,000
\$	-
\$	244,000

Academic Services Fees

FY11 Request for Changes

Other Special Fees

To be effective Fall 2012

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	\$ 15.00	Per Credit Hour		Lower Division	X
Proposed Fee	\$ 10.00	Per Course		Upper Division	
Change	\$ (5.00)	Per Semester	X	Graduate Level	
Is this a new fee? Yes/No --->	No	Annually		Professional	
Date fee was last changed --->	1/27/2006	Date approved by local governing board: --->	January 20, 2012		

Comments: Currently this is a \$15.00 one time fee charged to all students, and the only time an additional fee is charged is if a student does not remain a concurrent student. This will change the fee to be a flat \$10.00 per semester fee for every enrolled student.

Describe the basis for the amount of the fee: The cost of an updated student ID card system along with the increased cost of operations, equipment and supplies.

Describe the use of revenue collected: To pay for upgrades and operating expenses of our student ID card system.

Consequence if fee is not approved: Enhancements to our student ID card system will not be able to be made. Some of these enhancements include increased security features for our students.

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

Explain:

Projected New Revenue for FY13	\$ 29,310
Estimated Revenue for FY12	\$ 28,500
Total Projected Revenue for FY13	\$ 57,810

JOB DESCRIPTION

I. JOB TITLE: Vice President for Academic Affairs

II. JOB IDENTIFICATION:

A. Overview:

The Vice President for Academic Affairs is the chief academic officer and is responsible for the development, implementation and evaluation of all academic programs conducted or sponsored by the College. The Vice President for Academic Affairs shall ensure that NEO's academic programs are of the highest possible quality and consistent with the needs of the College's key stakeholders.

B. Position answers directly to the President of the College

C. Supervises:

Academic Department Chairs: Agriculture; Business & Technology; Communication & Fine Arts; Allied Health, Nursing & Physical Education; Math & Natural Sciences; and Social Sciences; Assessment Coordinator; Staff Assistant to Vice President for Academic Affairs; and others as assigned by the President.

Assistant VP for Academic Affairs who supervises the Coordinator of Library Services, Grant Coordinators: Allied JOBS, Student Support Services, and Upward Bound.

III. REQUIRED JOB QUALIFICATIONS:

- A. A terminal degree in a discipline consistent with an academic program within a college or university. Applicants near completion of a terminal degree will be considered.
- B. Previous administrative experience in higher education, preferably at a comprehensive junior or community college.
- C. Previous teaching experience, minimum of three years, at a comprehensive junior or community college.

IV. PREFERRED JOB QUALIFICATIONS:

- A. Effective oral and written communication skills.
- B. Knowledge and experience working with governing boards.
- C. Experience in a rural education setting.
- D. Experience in budget planning
- E. Familiar with higher education law.
- F. Demonstrated knowledge and ability to lead in the implementation of innovative instruction.

REFERENCE DOCUMENT #2

- G. Dedication to collegial relationships with faculty, staff, alumni and others and the ability to utilize those constituencies in the participatory development, implementation and evaluation of educational activities.
- H. A commitment to and the ability to articulate the mission of a comprehensive junior and/or community college, including its vocational, developmental education, and honors program responsibilities.
- I. A commitment to ethnic diversity and the ability to foster appreciation for varying cultures, races, and creeds.
- J. Respect for academic freedom.
- K. Experience in teaching on-line or interactive television courses.
- L. Experience in fund-raising.
- M. Knowledge and experience with the program approval process required by the state coordinating board (OSRHE).
- N. Experience working with accrediting agencies and the accreditation process.
- O. Served in a leadership position in a local, state or national organization.

V. OTHER REQUIREMENTS

- A. Must provide three (3) letters of reference.
- B. A cover letter is required
- C. Applicant must write a brief statement of their philosophy of a two-year college in a rural setting.

VI. JOB DUTIES:

- A. Provides leadership in identifying the needs for academic programs and developing, implementing and evaluating those needed programs.
- B. Provides leadership necessary to ensure that all academic programs are delivered within the highest possible quality.
- C. Inspires cooperation and harmony within the College's academic organization and between that organization and other administrative components of the College
- D. Develops, in conjunction with the Department Chairs and other appropriate officers, annual budgets and expenditure plans for the academic organization.
- E. Provides leadership in the development of institutional policies and long-range plans with particular emphasis upon those pertaining to academic affairs.
- F. Fosters effective communication among faculty and between the faculty, administration and other constituencies.
- G. Ensures that faculty members possess the qualifications and skills appropriate to their responsibilities by monitoring new faculty acquisition and promoting professional development of existing faculty. Ensures development of new faculty
- H. Serves as the College spokesperson and representative to external constituencies (business, city, and non-profit agencies) on matters pertaining to academic affairs.
- I. Ensures that employees within the academic organization are appropriately supervised, recognized and evaluated.
- J. Engages in those additional activities consistent with the needs of the institution's academic programs and/or required by the President.
- K. Provides leadership in the assessment of academic programs and academic support services and the development and implementation of related quality improvement initiatives.
- L. Provides leadership in the development of course scheduling to meet the needs of students and academic programming.
- M. Assists the President in all matters as deemed appropriate by the President.

January 20, 2012

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. Henry Ponder, Interim President; Mrs. Angela Watson, Vice President for Administrative and Fiscal Affairs; and Dr. Marvin Burns, Dean, School of Agriculture and Applied Sciences, appeared before the Board of Regents to present the business of Langston University and review the Agenda for members of the Board.

Announcement of Appointment of President of Langston University

Chairman Helm said before beginning the business of Langston University, he would like to announce that after several meetings of the Langston University Presidential Search Committee and a special meeting of the Board of Regents yesterday, the Board selected Dr. Kent Smith as the new President of Langston University. He said Dr. Smith and his wife, Tiffany, will begin July 1, 2012. Chairman Helm said the Board is excited and is hopeful the entire Langston community including the alumni, students, faculty, and staff will be happy with the selection. With respect to that, Chairman Helm said the Board and everyone associated with Langston University owes a great deal to Dr. Henry Ponder for stepping in as Interim President. He noted that Dr. Ponder represented Langston University in a first-class manner and took care of business. On behalf of the Board, Chairman Helm expressed gratitude to Dr. Ponder. He noted that Dr. Ponder will continue to serve as Interim President throughout the remainder of the fiscal year.

Dr. Ponder said it was a pleasure to serve his alma mater. He said he wants to extend his gratitude, commendations, and thanks to the members of the Board of Regents for their patience, diligence, and commitment to the Langston University Presidential search process. He said the Board did an outstanding job, and on behalf of all the constituents of Langston University he wanted to say "thank you" for a job well done.

Adoption of Memorial Resolution for Dr. Ernest L. Holloway

Dr. Ponder said former President Ernest L. Holloway was memorialized on the Langston University campus on December 30, 2011, at the C. F. Gayles Gymnasium, and he wanted to express how much Langston appreciated the turnout from the State of Oklahoma for the ceremony. He said he wanted to personally thank the members of the Board of Regents for all they did to make it a more memorable occasion.

Dr. Ponder presented a Memorial Resolution for Dr. Ernest L. Holloway and recommended its adoption. (The Memorial Resolution is presented on pages 1 and 2 of the Langston Agenda, which is attached.) He said Dr. Holloway's iconic leadership earned him prestigious distinction as President Emeritus. He said a Resolution was presented to Dr. Holloway's family on behalf of Langston University and the OSU/A&M Board of Regents during the funeral services.

Regent Burns moved and Regent Reese seconded to adopt the Memorial Resolution for Dr. Ernest L. Holloway as presented.

Chairman Helm noted that several Board members spent a lot of time with Dr. Holloway and that he was the face of Langston University for 25 years. He said Dr. Holloway represented his alma mater in a very special way, and the Board appreciated his service.

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

Personnel Actions

Regent Lester moved and Regent Watkins seconded to approve personnel action Nos. 2-5 as listed in the Langston Agenda.

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

Budget Revisions

Dr. Ponder presented Langston University's proposed budget revisions and requested approval. (The proposed budget revisions for Langston University are collectively on file in the Board of Regents' Office as Document No. 3-1-20-12.)

Approval to Participate in the 2012 Real Property Master Lease Program

Dr. Ponder requested Board approval for Langston University to participate in the 2012 Real Property Master Lease Program for the refunding of the 1998 Athletic Revenue Bonds, pending the completion of an examination by the State Bond Advisor as to the financial advantage or savings for the University.

Regent Anthony said he would be interested to know what that savings is when this determination is made, and Chairman Helm requested that this information be provided to the Board when it is available.

Regent Anthony moved and Regent Davis seconded to authorize Langston University to participate in the 2012 Real Property Master Lease Program for the refunding of the 1998 Athletic Revenue Bonds, pending the completion of an examination by the State Bond Advisor as presented.

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

Approval of Proposed Academic Service Fees

Dr. Ponder requested approval of Langston University's proposed Academic Service Fees, effective with the 2012 fall semester. He said this request was presented to the Academic Affairs, Policy and Personnel Committee at its meeting this morning.

Regent Lester reported that the Committee met with the administration of Langston University regarding approval of proposed Academic Service Fees to become effective with the 2012 fall semester. Information was provided to the Committee concerning current and proposed fees for services including special instruction, testing, and provisions of laboratory supplies and materials. The Committee acted to recommend Board approval of the administrative recommendation as presented.

Regent Lester moved and Regent Burns seconded to approve Langston University's proposed Academic Service Fees as presented, effective with the 2012 fall semester.

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

Expression of Appreciation to Search Committee

Chairman Helm again expressed thanks to Dr. Ponder. He also wished to publicly express appreciation to the faculty, staff, students, alumni, and the Regents who served on the Langston University Presidential Search Committee. The Regents who participated included Regents Andy Lester, Lou Watkins, and Rick Davis. He noted that it is a time-consuming process, and everyone did a very good job.

Regent Lester said it was very gratifying for him to see this process through. He said the Search Committee was incredible and represented, as much as is humanly possible, all constituencies of Langston University. The members worked very hard. He said he can report that the discussions were at times spirited and were open, and the Langston community showed Dr. Ponder how much Langston folk love "dear Langston." Regent Lester said during this entire process he heard from about everybody who seemed to be interested in Langston University, but certainly from many who represent Langston. Regent Lester said he was very pleased to hear how strongly people felt about the future of Langston University. He said he also received some e-mails this morning, and one in particular was sent from the President of the Langston

University National Alumni Association specifically thanking the Board for its work regarding the selection of a new President. Regent Lester said the Committee received some amazing applicants for the job. It was a very tough decision to come up with the people to interview as finalists and, ultimately, as the next President. Regent Lester said there are several people who really deserve a lot of thanks for the hard work that they have done on behalf of Langston, but, in particular, for the love they have for Langston. Regent Lester said he feels very good about Langston's future knowing the type of people who stand behind the University.

Balance of Agenda

Regent Watkins 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.)

Regent Burns referenced Part C regarding the request to revise Langston University's Transfer Policy Section 209.0 of the Langston University Staff Handbook. He said the old and new policy both state that, "Approval for a transfer cannot be withheld without a justifiable reason; submitted in writing, to the requesting department, Vice President, the Office of Human Resources, and the Office of the President." He asked if Langston has had experience with that process in the past and how that has worked. He said this language appears problematic to him. Mrs. Watson said this is not new language in the policy. She said there may have been issues in the past, but she has not experienced any problems in the 32 years she has been at Langston. Mrs. Watson said sometimes personal feelings were put into the process and transfers were withheld for no justifiable reason. The language was added at some point. Regent Burns said he tries to put himself in the shoes of an administrator who has to make the decision on what is and is not a justifiable reason. He said he believes most of the time it would be because the administrator did not think a person was best suited for the job. He said he believes the policy is hinged upon employees believing they are in a job they are not best suited for and applying for a transfer, and the job has to be given to them unless the administrator can provide in writing a justifiable reason why the transfer should not be granted. Regent Burns said this does not appear workable to him. Dr. Ponder said it is necessary to include in policies situations which might occur in the future, and this is one of the reasons this statement was included. He further stated in a situation that Regent Burns referenced that there has to be a professional reason for employees transferring from one unit to another and that such employees must first qualify for the position. Job descriptions are written for each position, which help in the decision as to whether or not an individual qualifies for a position. Dr. Ponder said sometimes personal reasons get in the way of an individual's professional advancement, and committees look at this so that a supervisor, for example, must provide professional reasons based on qualifications that have been established for the position for not wanting a specific individual for a job. This is evaluated to ensure that an individual's advancement is not being hindered because of personal reasons. Dr. Ponder said this has happened in the past, and chances are that it will happen again.

Regent Burns noted that this is in Regent Lester's area of expertise, and he asked him if this is somewhat customary. Regent Lester said he spent some time looking at the very same thing when he first read it, and he had sort of the same question; however, he said he does not have a problem with it. Obviously, at some point under the right set of circumstances there could be a problem, but there should not be. Regent Burns said he is satisfied. He said if it has not represented a problem in over 30 years, he believes that should be enough consolation for him.

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

The business of Langston University being concluded, Dr. Ponder and members of the Langston administration 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 December 31, 2011.
2. For informational purposes, please note the following replacements made to the Helen Aline Johnson Management Training Center which is being used as the home of the University President :
 - A. Floor Covering Replacement 498 square yards (demo existing, new carpet and padding) total cost of \$26,893.91
 - B. Window replacements for the first and second levels of the center to include drapes, cornice boards, sheers and blackout linings) total cost of \$23,036.00.

B. RESOLUTIONS:

1. **WHEREAS**, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Dr. Ernest L. Holloway was claimed by death on December 24 2011; and

WHEREAS, Dr. Ernest L. Holloway rendered valuable and faithful service to Langston University for over 42 years, serving as Assistant Registrar, Registrar, Professor of Biology, Associate Professor of Education, Professor of Education, Dean of Student Affairs, Dean of Administration and Student Affairs, Vice President for Administrative Affairs, Interim President, Acting President, President (for 25 years), and President Emeritus.

The world, in general, the Langston community, and Langston University, in particular, have lost a noble citizen. Dr. Holloway's family and friends have suffered an 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 42 years of useful service rendered by Dr. Holloway to Langston University, the State of Oklahoma, and the nation; and to extend to the family its deepest sympathy in the loss sustained; and to state the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges joins the family and friends of the deceased in mourning the passing of one of Langston University's beloved Presidents.

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. Holloway.

Adopted this 20th day of January, 2012.

C. POLICY AND OPERATIONAL PROCEDURES:

1. Approval is respectfully requested of Langston University's revised Transfer Policy Section 209.0, and Bereavement (Funeral Leave) Policy Section 402.20 of the University's Staff Handbook, pending approval of Legal Counsel. The request can be viewed in Attachment B.

D. PERSONNEL ACTION:

1. **A. FOR INFORMATIONAL PURPOSES**
Langston University will accept the following notices of resignation:
Dr. Patrena Benton, Assistant Vice President, Academic Affairs, Director, effective February 8, 2012.
Dr. Lynn Jeffries, Associate Professor/Director, School of Physical Therapy, effective January 31, 2012.
Mr. Gregory Johnson, Instructor, Health Physical Education & Recreation (HPER), effective January 18, 2012.
Ms. Shelly Nelson, Instructor, Nursing, LU-Tulsa, effective December 30, 2011.
Ms. Alyson Stell, Assistant Director of Admissions, effective December 13, 2011.

2. Approval is respectfully requested to employ Ms. Hala Khoury, Director, Institutional Research & Planning on a 9-month basis, effective December 2, 2011, at an annual salary of \$52,500.00.
3. Approval is respectfully requested to employ Ms. Donna Thurman, Instructor, Nursing LU-Tulsa, effective January 10, 2012, at an annual salary of \$45,000.00.
4. Approval is respectfully requested to change the status of Ms. Nancy Alexander **from** Director, Minority Business Development at \$71,400.00 **to** Proposal Developer & Grants Writer at \$80,000.00, effective December 1, 2011.
5. Approval is respectfully requested to change the status of Dr. Milagros Jorge **from** Dean, School of Physical Therapy at \$118,965.00 **to** Director of Distance Learning Education at \$115,000.0, effective October 1, 2011.

E. INSTRUCTIONAL PROGRAMS: NONE

F. BUDGETARY ACTION:

1. Approval is respectfully requested of Langston University's budget revision, which can be reviewed in Attachment C.

G. OTHER BUSINESS AND FINANCIAL MATTERS: NONE

1. Approval is respectfully requested to approve the commissions of Mr. Sterling D. Albertson, ~~Mr. Marcus D. Williams~~, Mr. Louis Ross, and Mr. Kassan Miles, as Langston University Police Officers. These officers have successfully completed the basic Council on Law Enforcement Education and Training Program (CLEET).
2. Approval is respectfully requested to update the commissions of the following Langston University Police Officers; Chief Michael Storr, Major Stanley Timmons, Captain Gregory Bufford, Sergeant Alvin Burris, and Officer Neil Galbraith.
3. Approval is requested for Langton University to participate in the 2012 Real Property Master Lease Program for the refunding of the 1998 Athletic Revenue Bonds, pending the completion of exploration with the State

Bond Advisor which would yield a financial advantage or savings for the University.

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

1. Approval is respectfully requested for the Division of Student Affairs & Enrollment Management to enter into a professional service agreement with Massachusetts Higher Education Assistance Corporation D/B/A American Student Assistance for the purpose of providing debt management services to current and former student at Langston University who are in various stages of the education finance and repayment process.
2. Approval is respectfully requested for Langston University to enter into an agreement with Williams & Fudge, Inc., for the purpose of collecting aged account receivables for the University.
3. Approval is respectfully requested for Langston University to enter into affiliation agreement(s) with the following facility for the training of Physical Therapy students:
 - Good Shepherd Medical Center, Longview, TX, (Pending review of Legal Counsel)*
 - The Chickasaw Nation Division of Health, The Chickasaw Nation Medical Center, Ada, OK, (Pending review of Legal Counsel)*
 - Stillwater, Medical Center, Stillwater, OK, (Pending review of Legal Counsel)*
 - Regional Physical Therapy, Midwest City, OK, (Pending review of Legal Counsel)*
 - Mercy Hospital Logan County, Guthrie, OK*
4. Approval is respectfully requested for Langston University to enter into affiliation agreement(s) with the following facility for the training of Nursing & Health Administration students:
 - Stillwater Women's Clinic, Stillwater, OK*

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES: NONE

J. PURCHASE REQUESTS:

1. Approval is respectfully requested for Langston University's School of Agriculture & Applied Sciences to process a purchase requisition to Leco Corporation, for the purchase of a Trumac Nitrogen and Carbon Analyzer for nitrogen and carbon analysis, in the estimated amount of \$76,000.00.

Funds for this expenditure are available in account 1-51999.

K. STUDENT SERVICES/ACTIVITIES:

1. Approval is respectfully requested of Langston University's proposed Academic Service Fees, effective Fall 2012. Fees can be reviewed in Attachment D.

**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 November 2011:

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)
Revolvin g	12	\$10,166.69	18	\$14,261.65	67	\$126,782.88	37	\$52,249.09
St. Approp.								
Federal	16	\$30,608.94	16	\$10,489.68	80	\$132,557.67	113	\$172,377.34
Private								
Auxiliary	3	\$4,460.05	2	\$9,737.68	13	\$17,959.08	19	\$33,867.57
Other								
TOTAL	31	\$45,235.68	36	\$34,489.01	160	\$277,299.63	169	\$258,494.00

All items listed above are respectfully submitted for your approval.

Sincerely yours,
LANGSTON UNIVERSITY



HENRY PONDER
INTERIM PRESIDENT

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, Henry Ponder
 Subject: FTE Employee Report for Fiscal Quarter Ending 12/31/11

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	STUDENT	FACULTY	OTHER	STUDENT	FACULTY	OTHER	STUDENT	FACULTY	OTHER	STUDENT	
A. FTE Employees for Report Fiscal Quarter	134.07	195.43	18.57	26.99	87.79	21.83	0	2.34	26.93	161.06	285.56	67.33	513.95
B. FTE Employees for Fiscal Qtr immediately Preceding Report Qtr	101.67	171.59	11.33	20.18	98.27	22.68	0	1.72	6.58	121.85	271.58	40.59	434.02
C. Increase or Decrease in FTE Employees (Item A minus Item B)	32.40	23.84	7.24	6.81	-10.48	-0.85	0	0.62	20.35	39.21	13.98	26.74	79.93
D. Comparable Quarter Last Year	135.18	172.85	17.25	25.75	91.91	19.14	0	3.08	27.55	160.93	267.84	63.94	492.71

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.

CURRENT POLICY

209.0 TRANSFERS

It is important, both to the individual and to the University, that each person be employed in the job for which he/she is best suited. Occasionally, an employee may be placed in a position that does not match the individual and the job. An employee who wants to be considered for a transfer should contact the Director of Human Resources of his/her immediate supervisor. When an employee is transferred from one department to another, it must be with the full knowledge of both departments concerned. Approval for a transfer cannot be withheld without a justifiable reason; submitted in writing, to the requesting department, Vice President, the Office of Human Resources, and the Office of the President. Recommended salary adjustments for lateral transfer cannot be more than a 10% increase of the employee's current annual salary. Recommended salary adjustments for transfers to positions of increased duties and responsibilities, in a higher grade, and that better suits the employee's credentials, cannot be more than a 25% increase of the employee's current annual salary.

RECOMMENDED POLICY CHANGE

209.0 TRANSFER

It is important, both to the individual and to the University, that each person be employed in the job for which he/she is best suited. Occasionally, an employee may be placed in a position that does not match the individual and the job. An employee who wants to be considered for a transfer should contact the Director of Human Resources of his/her immediate supervisor. When an employee is transferred from one department to another, it must be with the full knowledge of both departments concerned. Approval for a transfer cannot be withheld without a justifiable reason; submitted in writing, to the requesting department, Vice President, the Office of Human Resources, and the Office of the President. **Recommended salary adjustments must be made in line with the approved University Salary Scale.**

CURRENT POLICY

402.20 BEREAVEMENT (FUNERAL LEAVE)

Time required that is incident to death of a relative or friend may be charged to available paid leave. See Paid Leave policy.

RECOMMENDED POLICY CHANGE

402.20 BEREAVEMENT (FUNERAL LEAVE)

In the case of a death in the immediate family, Langston University employees may be granted funeral leave with pay for a period not to exceed three (3) working days. In some cases three (3) days may not be sufficient. Additional time may be recommended to the Office of the President by the appropriate Vice President via a University "Request for Leave" form. For the purpose of this policy, the immediate family is defined as a father, mother, sister, brother, son daughter, husband, wife, grandfather, grandmother, grandchild, aunt, uncle or corresponding in-law relations.

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Special Instruction Fees

To Be Effective Fall 2012

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: LANGSTON UNIVERSITY

Name of Fee ON LINE COURSE FEE

Course Prefix and Course Numbers

ALL ON-LINE COURSES IMPLEMENTED BY LANGSTON UNIVERSITY
OR VENDOR CHOSEN BY THE UNIVERSITY

(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	X	Lower Division	X
Proposed Fee	\$ 80.00	Per Course		Upper Division	X
Change	\$ 80.00	Per Semester		Graduate Level	X
Is this a new fee? Yes/No --->	YES	Annually		Professional	X
Date fee was last changed --->	N/A	Date approved by local governing board: --->	January 20, 2012		

Comments: The University is recommending a new fee with the implementation of on-line programs at langston University.

Describe the basis for the amount of the fee: This fee supplants the applicable charges to on-campus students.

Describe the use of revenue collected: The revenue will be utilized to cover costs of instruction, communication, and convenience for on-line students.

Consequence if fee is not approved: The University will need to reconsider the charging of existing on-campus fees to on-line students, many of which benefits would not be readily available to the student.

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

Yes or No ----> In process

Explain: On line students will be notified regarding these changes

Projected New Revenue for FY13
Estimated Revenue for FY12
Total Projected Revenue for FY13

\$	113,040
\$	-
\$	113,040

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Classroom/Laboratory Supply and Material Fees

To be effective Fall 2012

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: **LANGSTON UNIVERSITY**

Name of Fee **SEE ATTACHED**

Course Prefix and Course Numbers **SEE ATTACHED**

(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	SEE ATTACHED	Per Credit Hour		Lower Division	X
Proposed Fee	SEE ATTACHED	Per Course	X	Upper Division	X
Change	\$ -	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	SEE ATTACHED	Annually		Professional	
Date fee was last changed --->	FY 2006	Date approved by local governing board: --->	January 20, 2012		

Comments: The attached fee requests all relate to the School of Business, and are recommended to cover the increased costs of supplies for the business laboratories, most notably paper.

Describe the basis for the amount of the fee: The School of Business currently is increasing the lab fees across the board by \$5 which will only partially offset the funds currently being used from the school's operating budget.

Describe the use of revenue collected: The additional revenue will partially offset the funds currently being used from the school's operating budget. Paper and supplies costs in the business labs has increased tremendously over the past few years with no increases in the course fees, resulting in operating budgets being used to meet lab supplies needs.

Consequence if fee is not approved: Students will be limited on the amount of printing that can occur within the labs on a no-cost basis. Many of our students do not have the financial wherewithal to be charged outside of a fee schedule on which financial aid can be applied. The result would be students who could not complete course work as a result.

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

Yes or No ----> In Process

Explain: Dean of School of Business will discuss with all business students the need for the increased lab fees for FY 2013.

Projected New Revenue for FY13
 Estimated Revenue for FY12
 Total Projected Revenue for FY13

\$	37,025
\$	29,620
\$	7,405

FY 2013 Proposed Fee Recommendations

<u>Course #</u>	<u>Course Name</u>	<u>FY 2012 Approved</u>	<u>FY 2013 Proposed</u>	<u>Change</u>	
ACADEMIC SERVICES FEES - COURSE/LAB FEES					
AC2103	Principles of Accounting I	\$ 20.00	\$ 25.00	\$ 5.00	
AC2203	Principles of Accounting II	\$ 20.00	\$ 25.00	\$ 5.00	
AC3103	Intermediate Fin. Accounting I	\$ 20.00	\$ 25.00	\$ 5.00	
AC3113	Intermediate Fin. Accounting II	\$ 20.00	\$ 25.00	\$ 5.00	
AC3123	Managerial Accounting	\$ 20.00	\$ 25.00	\$ 5.00	
AC3133	Accounting Information Systems	\$ 20.00	\$ 25.00	\$ 5.00	
AC3143	Income Tax Accounting	\$ 20.00	\$ 25.00	\$ 5.00	
AC4103	Advanced Financial Account	\$ 20.00	\$ 25.00	\$ 5.00	
AC4113	Auditing & control	\$ 20.00	\$ 25.00	\$ 5.00	
AC4123	Advanced Income Tax Accounting	\$ 20.00	\$ 25.00	\$ 5.00	
AC4133	Government & Nonprofit Accounting	\$ 20.00	\$ 25.00	\$ 5.00	
AC4143	Accounting Theory	\$ 20.00	\$ 25.00	\$ 5.00	
AC4153	CPA Review	\$ 20.00	\$ 25.00	\$ 5.00	
BI3144	Ecology with Lab	\$ -	\$ 20.00	\$ 20.00	
CS1103	Introduction to Information Processing	\$ 20.00	\$ 25.00	\$ 5.00	
CS2103	Programming Concepts	\$ 20.00	\$ 25.00	\$ 5.00	
CS2113	Advanced Programming Concepts	\$ 20.00	\$ 25.00	\$ 5.00	
CS2124	Computing Fundamentals	\$ 20.00	\$ 25.00	\$ 5.00	
CS2133	Intro to Mathematics for Computer Science	\$ 20.00	\$ 25.00	\$ 5.00	
CS2134	Advanced Information Processing for Business	\$ 20.00	\$ 25.00	\$ 5.00	
CS2143	Fundamentals of System Development	\$ 20.00	\$ 25.00	\$ 5.00	
CS2153	Social & Ethical Issues in Computer Science	\$ 20.00	\$ 25.00	\$ 5.00	
CS2164	Intro to Computer Networks	\$ 20.00	\$ 25.00	\$ 5.00	
CS2173	Seminar in Computer Science	\$ 20.00	\$ 25.00	\$ 5.00	
CS3103		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
CS3113	Analysis & Design of Algorithms	\$ 20.00	\$ 25.00	\$ 5.00	
CS3123	Introduction to Computer Organization	\$ 20.00	\$ 25.00	\$ 5.00	
cs3133	Data Structures & Algorithms	\$ 20.00	\$ 25.00	\$ 5.00	
CS3143		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
CS3153	Software Systems	\$ 20.00	\$ 25.00	\$ 5.00	
CS3163	Software Engineering	\$ 20.00	\$ 25.00	\$ 5.00	
CS3173	Programming Languages	\$ 20.00	\$ 25.00	\$ 5.00	
CS3183	Discreet mathematics	\$ 20.00	\$ 25.00	\$ 5.00	
CS3203	Foundations of Human Computer Interaction	\$ 20.00	\$ 25.00	\$ 5.00	
CS3243	Client Server Computing	\$ 20.00	\$ 25.00	\$ 5.00	
CS3253	Fundamental Techniques in Graphics	\$ 20.00	\$ 25.00	\$ 5.00	
CS4103	Introduction to Compilers	\$ 20.00	\$ 25.00	\$ 5.00	
CS4113	Computer Graphics	\$ 20.00	\$ 25.00	\$ 5.00	
CS4123	computer Networks & Enterprise Networking	\$ 20.00	\$ 25.00	\$ 5.00	
CS4133	File Structures & Database Management	\$ 20.00	\$ 25.00	\$ 5.00	
CS4143		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
CS4153	Introduction to Mathematical Programming	\$ 20.00	\$ 25.00	\$ 5.00	
CS4163	Operating Systems	\$ 20.00	\$ 25.00	\$ 5.00	
CS4173	Artificial Intelligence	\$ 20.00	\$ 25.00	\$ 5.00	
CS4183	Social Issues in Computing Science.	\$ 20.00	\$ 25.00	\$ 5.00	
EC2013	Principles of Macroeconomics	\$ 20.00	\$ 25.00	\$ 5.00	
EC2023	Principles of Microeconomics	\$ 20.00	\$ 25.00	\$ 5.00	
EC2033	The Financial system in the Economy	\$ 20.00	\$ 25.00	\$ 5.00	
EC2203	Economics For General Education	\$ 20.00	\$ 25.00	\$ 5.00	
EC3203	Microeconomic Analysis	\$ 30.00	\$ 25.00	\$(5.00)	
EC3213	Labor Economics	\$ 20.00	\$ 25.00	\$ 5.00	
EC3223	Urban and Regional Economics	\$ 20.00	\$ 25.00	\$ 5.00	
EC3233	Macroeconomic Analysis	\$ 20.00	\$ 25.00	\$ 5.00	
EC3243	Money Banking & Fin'l Institutions	\$ 20.00	\$ 25.00	\$ 5.00	
EC3253	Public Finance	\$ 20.00	\$ 25.00	\$ 5.00	
EC3263	Capital Market Theory	\$ 20.00	\$ 25.00	\$ 5.00	
EC4203	managerial Economics & Strategy	\$ 20.00	\$ 25.00	\$ 5.00	
EC4213	International Trade & Finance	\$ 20.00	\$ 25.00	\$ 5.00	
EC4223	Economic Growth & Development	\$ 20.00	\$ 25.00	\$ 5.00	
EC4233		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
EC4243	Industrial Org & Public Policy	\$ 20.00	\$ 25.00	\$ 5.00	
EC4253	Econometrics	\$ 30.00	\$ 35.00	\$ 5.00	
FN2123	Personal Finance	\$ 20.00	\$ 25.00	\$ 5.00	
FN2333	Insurance & Financial Planning	\$ 20.00	\$ 25.00	\$ 5.00	
FN2343	Taxation for Financial Planners	\$ 20.00	\$ 25.00	\$ 5.00	
FN2353	Fundamentals of Retirement Planning	\$ 20.00	\$ 25.00	\$ 5.00	
FN2363	Estate Planning	\$ 20.00	\$ 25.00	\$ 5.00	
FN2373	Fundaments of Investments	\$ 20.00	\$ 25.00	\$ 5.00	
FN3303	Business Statistics	\$ 20.00	\$ 25.00	\$ 5.00	
FN3313	Financial Management	\$ 20.00	\$ 25.00	\$ 5.00	
FN3323	Investment & Portfolio Management	\$ 20.00	\$ 25.00	\$ 5.00	

<u>course #</u>	<u>Course Name</u>	FY 2012	FY 2013	<u>Change</u>	
		<u>Approved</u>	<u>Proposed</u>		
J3343	Real Estate Investment	\$ 20.00	\$ 25.00	\$ 5.00	
J3353	Risk Management	\$ 20.00	\$ 25.00	\$ 5.00	
J3363	Financial Statement Analysis I	\$ 20.00	\$ 25.00	\$ 5.00	
J3372	Financial Statement Analysis II	\$ 20.00	\$ 25.00	\$ 5.00	
I4303	Advanced Financial Management	\$ 20.00	\$ 25.00	\$ 5.00	
I4313		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
I4323		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
I4333	Financial Policy and Administration	\$ 20.00	\$ 25.00	\$ 5.00	
I4343	Equity Analysis	\$ 20.00	\$ 25.00	\$ 5.00	
I4353	Fixed Income Analysis	\$ 20.00	\$ 25.00	\$ 5.00	
I4993	Professional Programs Review	\$ 20.00	\$ 25.00	\$ 5.00	
S3503	Microcomputers Applications in Business	\$ 20.00	\$ 25.00	\$ 5.00	
S3513	Intro to Business Computing	\$ 20.00	\$ 25.00	\$ 5.00	
S3523		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
S3533	File Organization & Processing	\$ 20.00	\$ 25.00	\$ 5.00	
S3543	Database Systems	\$ 20.00	\$ 25.00	\$ 5.00	
S3553		\$ 5.00	\$ 25.00	\$ 20.00	Class not offered in number of semesters
S3563	Introduction to MIS	\$ 20.00	\$ 25.00	\$ 5.00	
S3603	Web Page & GUI Design	\$ 30.00	\$ 25.00	\$(5.00)	
S4503	Management Information Systems	\$ 20.00	\$ 25.00	\$ 5.00	
S4513	Business Telecommunications	\$ 20.00	\$ 25.00	\$ 5.00	
S4523	System Analysis & Design I	\$ 30.00	\$ 25.00	\$(5.00)	
S4533	System Analysis & Design II	\$ 30.00	\$ 25.00	\$(5.00)	
S4543	Business Simulation Systems	\$ 20.00	\$ 25.00	\$ 5.00	
S4553	Decision Support Systems	\$ 20.00	\$ 25.00	\$ 5.00	
S4563	computer Networks & Enterprise Networking	\$ 30.00	\$ 25.00	\$(5.00)	
S4573	Information systems Policy	\$ 20.00	\$ 25.00	\$ 5.00	
S4583	Introduction to Electronic commerce	\$ 30.00	\$ 25.00	\$(5.00)	
S4593	information Systems Planning & Project Management	\$ 30.00	\$ 25.00	\$(5.00)	
S4703	Current Topics in MIS	\$ 15.00	\$ 25.00	\$ 10.00	Class not offered in number of semesters

Oklahoma State Regents for Higher Education

Academic Services Fees

FY11 Request for Changes

Other Special Fees

To be effective Fall 2012

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

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

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

Institution Name: **LANGSTON UNIVERSITY**

Name of Fee **NURSING CLINICAL HUB FEE**

Course Prefix and Course Numbers **NOT ASSIGNED TO COURSES; CHARGED TO EACH NURSING STUDENT**
 (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	\$ 20.00	Per Course		Upper Division	X
Change	\$ -	Per Semester		Graduate Level	
Is this a new fee? Yes/No --->	YES	Annually	X	Professional	
Date fee was last changed --->	N/A	Date approved by local governing board: --->			January 20, 2012

Comments: This is a clinical hub access fee to allow Nursing students to get into the database through which clinical sites are negotiated. The requested fee is a pass-through fee.

Describe the basis for the amount of the fee: The students are charged for access to the clinical hub, and is a direct pass-through.

Describe the use of revenue collected: Because this is a pass-through fee, the revenue used will directly pay for the clinical hub access or each student.

Consequence if fee is not approved: The Nursing students will not have access to the clinical hub, nor can direct charges from the hub be paid from financial aid.

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

Yes or No ---->	YES	
-----------------	-----	--

Explanation: Dean of School Nursing has spoken with the Nursing students regarding the required fee.

Projected New Revenue for FY13	\$	2,400
Estimated Revenue for FY12	\$	-
Total Projected Revenue for FY13	\$	2,400

January 20, 2012

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

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

President Hargis said as he stated last evening, he believes Natalie Shirley is doing a fabulous job as President of OSU-OKC, and he said he cannot thank her enough for the energy and excitement she has brought to the campus. He also expressed appreciation to her for making the OSU-OKC campus more orange.

President Hargis said about a year ago the process of sharing the OSU Accomplishments was changed whereby it was presented to the Board via the iPad application. He noted that the list of accomplishments for this month is very impressive. He said the OSU Design, Housing and Merchandising Department of the College of Human Sciences has been named one of the top ten undergraduate programs for 2012. The Design Futures Council ranked the program tenth for best preparing students for success in the interior design profession. He also reported that the U.S. Association of Small Business and Entrepreneurship named OSU's School of Entrepreneurship as the National Model Undergraduate Entrepreneurship Program Award winner, and named Michael Morris, Director of the School of Entrepreneurship, as the 2012 Entrepreneurship Educator of the Year. He said that is very impressive and further noted that the Spears School of Business has received other worldwide rankings, as well.

President Hargis noted that Betty Thompson, an OSU senior student, was named first runner-up in the Miss America pageant last weekend. He said she is from Davenport, Oklahoma, and grew up on a dairy farm.

In addition, President Hargis said he wants to recognize a real milestone for Oklahoma State University regarding the retirement of David Bosserman. He said he will be recognized in a more formal setting at a later time. He said Dr. Bosserman has provided fantastic service to OSU for 23 years, and he said Dr. Bosserman is truly "Mr. OSU."

President Hargis said he would like to recognize the recent passing of Walt Helmerich, who has been very generous to Oklahoma State University as well as the entire State of Oklahoma. He said Mr. Helmerich had a beautiful service in Tulsa. He wished to extend the sympathies and condolences of OSU to the Helmerich family. The Helmerich family provides a great story of an oil man who was able to pluck a starlet out of Hollywood and bring her to Tulsa after starring opposite Jimmy Stuart in "Harvey" as well as in other movies. He said Walt and Peggy had five sons, and they are a great family. President Hargis expressed thanks to the family for everything they have done.

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

Personnel Actions

Dr. Sternberg presented four pages of personnel actions and recommended their approval with the exception of those requests pertaining to separation, retirement, and death, which are included 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.1-1-20-12.)

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

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

Approval of Special Fees for 2012-2013

President Hargis noted that the request to approve the Special Fees for 2012-2013 was discussed with members of the Academic Affairs, Policy and Personnel Committee.

Regent Lester reported that the Academic Affairs, Policy and Personnel Committee met with the Oklahoma State University administration regarding approval of the 2012-2013 Special Fees request. He said Provost Sternberg provided justification to the Committee related to the fee requests from OSU-Stillwater, OSU-Oklahoma City, and the OSU Institute of Technology in Okmulgee. The Committee acted to recommend Board approval of the administrative recommendation as presented.

Regent Lester moved and Regent Davis seconded to approve the Special Fees for 2012-2013 as presented.

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

Approval of Position Description for Vice President for
Business and Economic Development

President Hargis reported that the request for approval of the position announcement and description of the new Vice President for Business and Economic Development at OSU-OKC was discussed with members of the Academic Affairs, Policy and Personnel Committee.

Regent Lester reported that the Committee met with the administration of OSU regarding approval of a position description and authorization to initiate the search process for the position of Vice President for Business and Economic Development for OSU-OKC. He said President Shirley presented the request and provided a proposed position announcement and position description. The intent is for this individual to formulate and interact with the community to ensure that the University understands and fulfills the training and education needs of the community as well as to ensure community involvement on the campus. The Committee acted to recommend Board approval of the administrative recommendation as presented.

Regent Lester moved and Regent Anthony seconded to approve the position announcement and description for the position of Vice President for Business and Economic Development for OSU-OKC and to authorize the initiation of the search process as presented.

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

Approval of Proposed New Degrees and Program Modifications

Provost Sternberg said he is pleased to present degree requests and program modifications for the OSU-Stillwater and the OSU Institute of Technology campuses. The requests are summarized beginning on page E-1 of the OSU Agenda (which is on file in the Board of Regents' Office as Document No. 1-1-20-12). If approved, the requests will be submitted to the Oklahoma State Regents for Higher Education for their consideration.

Regent Lester moved and Regent Davis seconded to approve the proposed new degrees and program modifications as presented.

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

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

G-1 Approval to Name a Suite of Three Rooms in Edmon Low Library

Mr. Weaver requested approval to name a suite of three rooms in Edmon Low Library, The Tom J. Carson Foundation Study Room Suite. Each room in the suite will have a specific name based on historic Cherokee districts. This is in recognition of the Carson Foundation's generous

support of the Library. The Facilities Planning and Space Utilization Committee has reviewed this request and has recommended approval.

Regent Anthony moved and Regent Reese seconded to approve the request to name a suite of three rooms in the Edmon Low Library, The Tom J. Carson Foundation Study Room Suite.

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

G-2 Approval to Move Funds from Fund 290 to Fund 295

Mr. Weaver requested Board approval to move carryforward funds from Fund 290 (Educational and General Operations Revolving Fund) to Fund 295 (Capital Improvements Revolving Fund) in the amount of \$4,700,000 for the OSU Institute of Technology campus. The purpose of this will be to start the OSUIT Energy Natural Gas Compression Training Center project. OSUIT is wanting to begin the construction of the Chesapeake Energy Natural Gas Compression Training Center project. These funds are being moved from operations into capital funds to commence the project and in anticipation of master lease funds.

Regent Davis moved and Regent Tucker seconded to authorize Oklahoma State University to move carryforward funds from Fund 290 to Fund 295 in the amount of \$4,700,000 as presented.

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

G-3 Approval to Dispose of Equipment through Transfer

Mr. Weaver requested Board approval to allow the College of Arts and Sciences to dispose of laboratory equipment through a transfer to East Carolina University, Greenville, North Carolina. He said Dr. Regina DeWitt has accepted a tenure-track position at East Carolina University and has requested that she be allowed to transfer research equipment acquired with external sponsor funds (NSF and NASA).

Regent Link moved and Regent Watkins seconded to authorize the College of Arts and Sciences to dispose of laboratory equipment through a transfer to East Carolina University, Greenville, North Carolina, as presented.

Chairman Helm asked if Dr. DeWitt was on tenure-track with OSU. Mr. Weaver responded that she was but that she had taken another position at East Carolina University. Regent Anthony asked the approximate value of the equipment. Mr. Weaver said he does not have that information, but his recollection is that the equipment has an approximate value of \$100,000. He said \$40,000 was capitalized, and the rest was in small items. He said he will e-mail that information to the Board.

Chairman Helm asked if the other agencies, i.e., NSF and NASA, have to approve the request also, and Mr. Weaver responded affirmatively. He said these agencies support this request as does the College of Arts and Sciences and Vice President McKeever. Chairman Helm said his understanding is that the equipment was donated to OSU at her request. Mr. Weaver said the equipment was purchased through grant funds provided through those agencies. He said Dr. DeWitt plans to continue her research program at East Carolina University and would like to take the equipment with her. Such requests have been presented to the Board previously. He said sometimes OSU receives equipment when it hires a new faculty member; however, this involves a transaction in which OSU is losing a faculty member. Chairman Helm noted that in cases where OSU is the recipient of equipment that this information is not presented to the Board, and Mr. Weaver said this is correct.

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

NOTE: Mr. Weaver later indicated that Kathy Elliott was able to obtain information regarding the transfer of the equipment. The total amount was \$130,000, and \$74,000 was expendable items and the remainder was capitalized.

H-1 Approval to Enter into Intergovernmental Agreements with the City of Stillwater and the Payne County Commissioners

Mr. Weaver requested Board approval for Oklahoma State University to enter into intergovernmental agreements with the City of Stillwater and the Payne County Commissioners for the use and maintenance of loaned buses. He further requested Board approval to allow the OSU President to execute the intergovernmental agreements. As the Board is aware, OSU has replaced all diesel transit buses to CNG and has diesel buses that it is not using. OSU would like to loan the buses to the City Police Department and the County Police Department. One bus will be converted into a tactical vehicle and will transport medics, firefighters, police, etc. The other bus will be used as a transport vehicle to transport officers to training in Oklahoma City or Tulsa. The buses will be maintained by the City/County and returned to OSU at some point when they are no longer serviceable. It is believed that this is a good interagency cooperative move, and OSU will be serviced through these buses as well as the County and the City.

Chairman Helm asked the value of what is being transferred. Mr. Weaver said the value is not believed to be significant, probably \$5,000 to \$10,000. It was suggested that OSU should just give the buses to the City and the County. Regent Anthony said the request states that OSU is loaning the buses. He asked about the liability, and Mr. Weaver said the liability would be the responsibility of the City and the County.

Regent Anthony moved and Regent Davis seconded to authorize Oklahoma State University to enter into intergovernmental agreements with the City of Stillwater and the Payne County Commissioners for the use and maintenance of loaned buses and to allow the OSU President to execute the intergovernmental agreements, subject to review and approval by Board Legal Counsel and approval by the governmental boards prior to execution.

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

I-1 Approval for Cowboy Athletic Facilities, LLC, to Enter Board of Regents Property and for a Gift-In-Kind Agreement

Mr. Weaver requested Board approval for Cowboy Athletic Facilities, LLC, to enter Board of Regents property to reconfigure and renovate up to 18 suites on the south side of Boone Pickens Stadium and for the President to enter into a Gift-In-Kind Agreement with Cowboy Athletics, Inc., for receipt of the project upon completion. Mr. Weaver said the estimated cost of the work will be approximately \$2,000,000, and donor funds will provide the entirety of the construction costs.

Chairman Helm asked what is being accomplished with this request. Mr. Weaver said these 18 suites are being refreshed and renovated based on the wishes of the donors. Regent Hall noted that a large majority of the suites are up for renewal fairly quickly. Regent Burns noted that the cost would be approximately \$111,000 per unit, and he asked Regent Hall if he believes this is a reasonable amount in his estimation. Regent Hall said he does not know because he does not know the extent of the work being done. Regent Anthony asked if the \$2,000,000 is built into the new leases. Mr. Weaver said his understanding is that each of the suite holders is contributing to the renovation of their suite. Regent Burns asked if this would be in addition to what they would ordinarily pay for the suite, and Mr. Weaver said this is correct. President Hargis said at least one and perhaps two are mega suites, which is quite a bit of the expense. Regent Hall said he is aware that at least one is a big capacity suite.

Regent Burns moved and Regent Lester seconded to authorize Cowboy Athletic Facilities, LLC, to enter Board of Regents property to reconfigure and renovate up to 18 suites on the south side of Boone Pickens Stadium and

to authorize the President to enter into a Gift-In-Kind Agreement with Cowboy Athletics, Inc., for the receipt of the project upon completion.

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

I-2 Approval to Begin the Consultant Selection Process for an Architect to Assist OSUIT in the Design of a Comprehensive Campus Master Plan

Mr. Weaver requested Board approval to begin the consultant selection process for an Architect to assist OSUIT in the design of a comprehensive Campus Master Plan. He said this request was discussed with members of the Fiscal Affairs Committee at its meeting this morning.

Regent Link reported that the Fiscal Affairs Committee met with the administration of Oklahoma State University regarding approval to begin the consultant selection process for an Architect to assist OSUIT in the design of a comprehensive Campus Master Plan. Currently, there is not a comprehensive Campus Master Plan in place for OSUIT, and one is necessary for possible updates, expansions, and new construction. Funding will be provided from the University's reserve funds. It was noted that a recommendation for the selection of an Architect will be presented to the Board at a future meeting. The Committee acted to recommend approval of the administrative request as presented.

Regent Link moved and Regent Reese seconded to authorize Oklahoma State University to begin the consultant selection process for an Architect to assist OSUIT in the design of a comprehensive Campus Master Plan, with a recommendation for the selection of an Architect to be presented to the Board at a future meeting.

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

I-3 Approval to Begin the Consultant Selection Process for an Architect to Assist in the Design and Construction of a Parking Garage on the North Campus

I-4 Approval to Begin the Consultant Selection Process for a Construction Manager At Risk to Assist in the Design and Construction of a Parking Garage on the North Campus

Mr. Weaver requested Board approval to begin the consultant selection process for an Architect and a Construction Manager At Risk to assist in the design and construction of a parking garage

located on the north campus of OSU-OKC. He said these requests were discussed with members of the Fiscal Affairs Committee.

Regent Link said the Committee also met with the OSU administration concerning approval to begin the consultant selection processes for an Architect and a Construction Manager At Risk firm to assist in the design and construction of a parking garage on the north campus of OSU-OKC. He said the 2030 Campus Master Plan recognized that as the campus developed new buildings, pressure on available parking would increase; therefore, a parking garage was proposed to serve faculty, staff, and students in buildings on the north campus located in the area south of the Engineering Technology Center. The budget for this project is estimated to be \$4,000,000 with space for approximately 300 vehicles. Funding for the project will come from the master lease program and/or other lawfully available funding. The Committee acted to recommend Board approval of the administrative request as presented.

Regent Link moved and Regent Reese seconded to authorize Oklahoma State University to begin the consultant selection processes for an Architect and a Construction Manager At Risk firm to assist in the design and construction of a parking garage located on the north campus of OSU-OKC with the recommendations for the selection of an Architect and a Construction Manager At Risk firm to be presented to the Board at a future meeting.

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

J Approval of Purchase Request Items

Mr. Weaver presented the purchase requests and recommended their approval. (The purchase requests are listed on page 6 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No 1-1-20-12.)

Regent Lester moved and Regent Anthony seconded to approve the sole source and special request items as presented in the OSU Agenda (purchase requests Nos. 1 and 2, page 6, OSU Agenda).

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

Balance of Purchase Requests

Regent Lester moved and Regent Watkins seconded to approve the balance of the purchase requests as listed in the OSU Agenda (purchase requests Nos. 3-5, page 6, OSU Agenda).

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

Update Report on Lake Carl Blackwell

Regent Burns noted that Mr. Weaver had earlier informed the Board regarding water usage of Lake Carl Blackwell. He said he thought OSU was going to begin the process of trying to get a permit for water usage from Lake Carl Blackwell that would basically protect the water from being taken by another source because it is a "first come, first served" sort of operation. He asked if any progress has been made on that. Mr. Weaver said progress has been made, and he reported that he has met with the City Manager and the City Attorney to begin the process of drafting a request to solidify the water rights. Regent Burns asked why that would be through the City of Stillwater as opposed to Oklahoma State University. He said it is an OSU lake, and he thought it was desired that it be an OSU claim for the water rights. Mr. Weaver said he wanted the City to begin drafting the language because the City has a claim to the water with OSU's permission, as he understands it. Chairman Helm suggested that OSU draft the language and control it and then do a subset of that agreement. Regent Burns said he believes the intent has been that since it is an OSU lake and to the extent any water is used by the City, it would be through OSU and would be permitted in the name of OSU. Mr. Weaver said this is correct. He said OSU wants to make sure it accounts for all the volume. He said he will get with Legal Counsel and will follow through with this. Mr. Drake said his understanding is that there is some interest in the Lake McMurtry water, also. Regent Burns said he is interested that OSU secure all the water it can.

On behalf of the Board of Regents, Chairman Helm expressed appreciation to President Shirley. He said the Regents had a wonderful time at the dinner last evening.

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

Public Comments

Chairman Helm said 15 minutes are provided for members of the public who would like to address the Board, and he asked if there were any members of the public who wished to address the Board at this time.

Mr. Kevin Cox said he appreciates the opportunity to make a few comments. First, he would like to make his usual disclaimer that he is only speaking on behalf of himself and is not representing alumni, faculty, staff, or students.

Mr. Cox said he is very appreciative of the Board for recognizing Dr. Ernest Holloway. He noted that Chairman Lester was a part of the program and spoke very eloquently as did Glen Johnson, Chancellor of the Oklahoma State Regents for Higher Education. Mr. Cox referenced the saying, "you never miss the water until the well runs dry," and said he felt himself reaching out to touch Dr. Holloway like he did so many times but realizing that he was gone and that Langston would no longer have the biggest cheerleader and the biggest drum major in the world representing Langston University.

Mr. Cox said he would like to say that he is optimistic regarding the appointment of the new President, Dr. Kent Smith. He said he did not know any of the applicants. He said he believes the Committee did an excellent job and had a difficult task. When decisions are made on behalf of the State of Oklahoma, oftentimes it is difficult and not easy. There might be complaints about the process or the choice of an applicant or finalist; but, Mr. Cox said his position is that every American can stand in front of any board or commission to voice his/her opinion. He said if individuals had a problem with the process, it should have been voiced this past September, October, November, or December and not wait until this past Monday, Tuesday, Wednesday, or Thursday to voice that something was wrong. Mr. Cox said Langston needs a President in place now in order to get money coming in, students coming in, and getting back on track.

Regarding Langston University's athletics, Mr. Cox said he would like to recognize the women's basketball team, which is currently ranked No. 5 in the nation; the football team, which tied for the league championship; and the other athletic teams that are doing quite well. Mr. Cox said he has seen Regent Davis at a few of the women's basketball games and is aware that a young woman on the team is from Star Spencer and was one of his players when he coached an AAU team. Mr. Cox said he appreciates the support of Regent Davis.

Mr. Cox said he would also like to recognize Dr. Ponder. He noted that Dr. Ponder did an excellent job and took a school that was discombobulated and brought everybody together. He was able to rope all aspects of Langston and tie them together, and now everyone is on the same track. Mr. Cox said, in his opinion, it will be easier for the new President to take the helm from Dr. Ponder because of what he accomplished. Mr. Cox said he expects good things from the new President.

Mr. Cox said at the forums he noticed the wives of all the applicants. They were standing by their men, and he said he shook hands with each wife because they were there to support their

husbands during this difficult time. Mr. Cox said he wanted to say that Mrs. Ponder did the same thing and stood by Dr. Ponder every inch of the way. Both of them were drafted to come and save Langston.

Mr. Cox said he would also like to express appreciation to Chairman Helm and to past chairs of the Board for the time he was given to address the Board. He said any citizen can stand in front of a Constitutional board, but very few do. What is heard is all the chatter in the background and all the complaints, but one has to be proactive instead of reactive. Mr. Cox expressed appreciation for the time the Board has given him and the time the Regents have put into Langston University—his University. Everyone is doing good things at Langston University, and Langston is not going to disappoint the Regents. Everyone is looking forward to the future, and Langston is going to do a good job educating the young people who attend.

January 20, 2012

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES
MEETING OF JANUARY 20, 2012

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

Fiscal Affairs Committee

(In addition to business discussed by the Fiscal Affairs Committee during the business of Oklahoma State University, the Committee discussed the following.)

Regent Link said the Committee received an update from the OSU administration regarding the Monroe Street project. He said Joe Weaver, Nigel Jones, and Mike Buchert described infrastructure changes and design elements to create a pedestrian friendly mall area.

Regent Link further reported that information was provided to the Committee by the OSU administration regarding the possible issuance of Request for Proposals for a developer to plan and construct a housing development program. He said Lee Bird and Matt Brown reviewed a draft RFP. Regent Link said the Board Chairman will appoint Regents to work with the administration on this project.

Engagement of External Auditors

Regent Link said the Committee considered a recommendation regarding the engagement of external auditors for the FY-2012 institutional audits. He said Mr. Strande reported that the Board received an excellent response to the Request for Proposals for Audit, Tax, and Compliance services with nine firms responding. He reported that Mr. Strande provided a detailed analysis of the results of the RFP.

Regent Link said the Committee acted to recommend Board approval of Grant Thornton to provide audit services for OSU and its constituent budget agencies and Cole & Reed to provide audit services for the A&M institutions. The initial award of the agreements will be for three years, and the Board may elect to extend the agreements upon mutually agreeable terms for up to two additional years. The FY 2012 audit fee for OSU and its constituent budget agencies is \$294,195. The FY 2012 audit fees for the A&M institutions are \$187,000. In addition, the Committee acted to recommend Cole & Reed to provide Arbitrage Compliance Services for OSU and Connors State College, and Annual Secondary Market Disclosure Reports for Connors State College on an as-needed basis. The initial award of the agreements will also be for three years, and the Board may elect to extend the agreements upon mutually agreeable terms for up to two additional years. Regent Link said FY 2012 Arbitrage Compliance Services and Annual

January 20, 2012

Secondary Market Disclosure Reports fees are on an as-needed “per calculation” in the amounts of \$2,000 and \$1,200, respectively.

Regent Link moved and Regent Hall seconded to approve the recommendations of the Committee regarding the engagement of external auditors as presented.

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

Regent Link said he would also like to point out that Mr. Strande and his staff did an excellent job going through the RFPs and sorting out the information. He said he believes two good firms were selected.

Academic Affairs, Policy and Personnel Committee

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

Revision to Board Policy 3.03 Political Activities of Employees

Regent Lester reported that the Academic Affairs, Policy and Personnel Committee discussed a proposed revision to Board Policy 3.03 Political Activities of Employees and voted to recommend Board approval of the changes as presented. (The policy with proposed revisions is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.) Regent Lester further reported that the Committee’s action included authority to revise the corresponding OSU policy to conform with the changes to Board policy.

Regent Lester moved and Regent Link seconded to approve the proposed revisions to Board Policy 3.03 Political Activities of Employees as presented and that the corresponding OSU policy be revised to conform with the changes to Board policy.

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

January 20, 2012

Adjournment

Chairman Helm said the Board will adjourn from its regular meeting and take a short break before beginning the special Board meeting. Dr. Wilson suggested that the special Board meeting could convene at 12:45 p.m.

At approximately 12:35 p.m., Regent Anthony moved and Regent Link seconded that the meeting be adjourned.

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

3.03

Political Activities of Employees.

It is the policy of the Board that all employees of institutions under the jurisdiction of the Board enjoy full rights and privileges of citizens to participate in political activities in the State of Oklahoma and the United States. However, students and other constituencies of publicly supported universities and colleges may rightfully expect competent services from employees of publicly supported institutions. Therefore, the welfare of the institutions requires that each employee perform the duties and responsibilities assigned to his or her position as the first priority. Moreover, outside activities of any kind should not interfere with the fulfillment of assigned duties. Although it is the intent of the Board to encourage all employees to exercise their full rights of citizenship, including any desired political activity, the Board finds it appropriate to adopt written policy to promote, protect and preserve the basic purpose for which the institutions exist; i.e., provide worthwhile educational experiences for the constituencies of higher education. To accomplish this goal it is essential that each educational institution maintain an effective organized structure which includes:

- internal administrative harmony and continuity,
- uninhibited planning, evaluation and refining of educational programs,
- efficient and effective use of all available resources, and
- a high commitment from its personnel to attaining institutional objectives.

The following policies are applicable to all employees engaging in political activities:

1. Employees are permitted to freely engage in lawful political activities of any kind provided such activities are conducted on the individual's own time, do not interfere with official duties and responsibilities, and are not inconsistent with other provisions herein.
2. Employees are permitted to campaign for and hold non-partisan offices, the duties of which do not interfere with official responsibilities such as a member of a school board, city council, and/or other local offices.
3. An employee may accept an appointed position in government requiring full-time service provided, however, before accepting such position an employee is required to request and be approved for leave without pay or resign from the institution. Any approval of leave without pay to accept an appointed position shall be for not less than the duration of the semester in which the approved leave is granted. Leave from institutional responsibilities for any period greater than one year shall be reviewed by the highest administrative levels of the institution, and written justification shall be provided to the Board in requesting its approval.
4. An employee who wishes to assume a major role in a partisan political campaign is obligated to discuss such plans well in advance with the appropriate supervisor. If the supervisor determines that the political activity might impinge to any extent upon the full discharge of the employee's responsibilities, the proposed political activity must be reviewed and approved through regular

administrative channels to the President's Office. Through such a review, appropriate administrative officials will determine whether the proposed political activity will impinge to any extent upon the full discharge of the employee's responsibilities. If approved, the employee shall take a leave of absence without pay (after exhaustion of any earned annual leave) prior to participating actively in political activity, including, but not limited to, actively campaigning for political office or directing the political campaign of another person seeking a political office.

5. The political activities of an employee may not involve the institution's name, symbols, or in any way imply institutional support or support of the Board pertaining to the political interest supported by the employee.
6. Full-time political activities are prohibited while serving as an employee.
7. Any employee intending to conduct a personal candidacy for a partisan elective office must obtain approval by the President's Office pursuant to Section 4. prior to any announcement by the employee for such office. If elected to such elective office, the employee may continue to be employed by the institution provided that the employee devotes full time to the employment, and but shall resign (or retire, if eligible) from the institution, to be effective not later than the last day of the month prior to the month such employee is to be sworn into office. In the event any conflict of interest arises between the employee's responsibilities to the institution and the employee's transition activities in preparation to assume the duties of the elected position, the employee shall notify the employee's supervisors and abstain from taking any action as an employee of the institution.
8. All employees are expected to take sufficient action to assure that their political activities are consistent with the provisions of this policy.
9. If necessary to enforce the provisions of this policy, a review should be conducted by the highest levels of administration and governance.

Approved February 6, 1981
Revised April 26, 1996
Revised June 20, 1997
Revised January 20, 2012

MEETING OF THE A & M BOARD OF REGENTS

January 20, 2012

Conference North
Third Floor Student Center
Oklahoma State University-Oklahoma City
900 North Portland
Oklahoma City, Oklahoma

ORDER OF BUSINESS

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

Secretary of State meeting notice was filed on September 12, 2011.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of December 2, 2011

DATES OF NEXT REGULAR MEETINGS

For **Information** Purposes Only:

February 24, 2012 -- Stillwater, Oklahoma – Student Union,
Oklahoma State University

For **Consideration** of Approval:

April 13, 2012 -- Miami, Oklahoma – Regents' Room, Bruce G. Carter Student Union,
Northeastern Oklahoma A&M College

BUSINESS WITH COLLEGES AND UNIVERSITIES

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

COMMITTEE REPORTS

Academic Affairs, Policy and Personnel Committee
Fiscal Affairs and Plant Facilities Committee
Planning and Budgets Committee
Regents Steering Committee, 2011-2012 Langston University Presidential Selection Process
Executive Secretary Search Committee

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: January 20, 2012

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

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

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

Business:

- Approval of Order of Business
- Approval of Minutes of Regular Board Meeting of December 2, 2011
- Approval of change in meeting site of February 24, 2012, Board Meeting
- Approval of meeting on April 13, 2012

OKLAHOMA PANHANDLE STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
- New Construction or Renovation of Facilities
 - Approval to contract with Wiley Hicks, Jr., Inc., for various projects on the OPSU campus
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - President's Update newsletters
 - Out-of-state travel summaries
 - Quarterly FTE report

* The Board will have breakfast on Friday, January 20, 2012, at 7:30 a.m. in Room 304 of the Student Center on the campus of Oklahoma State University-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma, with Oklahoma State University President V. Burns Hargis and possibly other OSU administrators for informal discussion. Various subjects may come up for discussion, but President Hargis has indicated particular interest in the following subjects: recent activities/developments pertaining to legislative/governmental issues, matters affecting State funding, administrative issues, systemization, future staffing, capital projects including new construction and renovation, educational programs, student matters, athletics, external relations, budget matters, fund raising, student recruitment and retention, and Board communications. The Board may also receive from the 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. on the Third Floor of the Student Center on the OSU-OKC campus.

CONNORS STATE COLLEGE

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

Enrollment report

Federal Student Aid changes Re: high school EOI exams

Connors Connection

--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 a position description and authorization to initiate the search process for the position of Vice President for Academic Affairs

--Instructional Programs

Approval of Articulation Agreement with Northeastern Oklahoma A&M College

Approval of program modifications

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

Approval of E&G, Part I, and Auxiliary Fund budget revisions

--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

Retirement of Dr. Jo Lynn Digranes, Executive Vice President, effective February 1, 2012

Out-of-state travel reports

FTE Quarterly report

Livestock sales report

Veterinary payments report

NORTHEASTERN OKLAHOMA A&M COLLEGE

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

December *NEO Update*

Receipt of gift from the Sarkey's Foundation

Annual High School Invitational Basketball Tournament

--Policy and Operational Procedures

Approval of new policy, "Gifts to Northeastern Oklahoma A&M College"

--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 a position description and authorization to initiate the search process for the position of Vice President for Academic Affairs

- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
 - Approval to transfer funds from the E&G Budget to the Development Foundation
- Other Business and Financial Matters
 - Approval of proposed changes in academic services fees
 - Approval to name the Carter Student Union Ballroom
 - Approval to accept funding of 2012 Summer Academy Grants and to expend the funds according to grant guidelines
 - Approval to enter into an Oklahoma State Regents for Higher Education Master Real Property Program
 - Approval of a reimbursement resolution declaring the Board's intent to reimburse certain allowable original capital expenditures in accordance with Regulation Section 1.150-2 of the Internal Revenue Code
 - Approval to pay the debt service payment for FY 2011-12 for the Series 2011C Master Lease Property Bonds
 - Approval to revoke peace officer commission
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel summaries
 - FTE Employee report
 - Tobacco free campus initiative

LANGSTON UNIVERSITY

- General Information/Reports Requiring No Action By the Board
 - FTE Employee report
 - Renovations to the Helen Aline Johnson Management Training Center
- Resolutions
 - Adoption of Memorial Resolution for Dr. Ernest L. Holloway
- Policy and Operational Procedures
 - Approval of revised Transfer Policy Section 209.0, and Bereavement (Funeral Leave) Policy Section 402.20 of the University's Staff Handbook
- Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
 - Approval of budget revision
- Other Business and Financial Matters
 - Approval of peace officer commissions
 - Approval to update the commissions of Langston University police officers
 - Approval to participate in the 2012 Real Property Master Lease Program

- Contractual Agreements (other than construction and renovation)
 - Approval to enter into a professional service agreement with Massachusetts Higher Education Assistance Corporation for the purpose of providing debt management services
 - Approval to enter into an agreement with Williams & Fudge, Inc., for the purpose of collecting aged accounts receivables
 - Approval to enter into affiliation agreements with facilities for the training of Physical Therapy and Nursing & Health Administration students
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- Student Services/Activities
 - Approval of Academic Service Fees
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel summary

OKLAHOMA STATE UNIVERSITY

- General Information/Reports Requiring No Action By the Board
 - Opening comments
- Policy and Operational Procedures
 - Approval of 2012-2013 Special Fees
- 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 the search process for the position of Vice President for Business and Economic Development for OSU-OKC
- Instructional Programs
 - Approval of proposed new degrees and program modifications
- Other Business and Financial Matters
 - Approval to name a suite of three rooms in Edmon Low Library
 - Approval to move funds from Fund 290 to Fund 295
 - Approval to dispose of equipment through transfer
- Contractual Agreements (other than construction and renovation)
 - Approval to enter into intergovernmental agreements with the City of Stillwater and the Payne County Commissioners

- New Construction or Renovation of Facilities
 - Approval for Cowboy Athletic Facilities, LLC, to enter Board of Regents' property and for a Gift-in-Kind Agreement
 - Approval to begin the consultant selection process for an Architect to assist OSUIT in the design of a comprehensive Campus Master Plan
 - Approval to begin the consultant selection process for an Architect and a Construction Manager At Risk firm to assist in the design and construction of a parking garage on the north campus of OSU-OKC
- Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)
- New Business Unforeseen At Time Agenda Was Posted
- Other Informational Matters Not Requiring Action of the Board at this Meeting

PUBLIC COMMENTS

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

COMMITTEE REPORTS

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

Fiscal Affairs Committee

Receive information and a possible recommendation from the administration of Oklahoma State University regarding approval to issue a Request for Proposals to plan and construct a housing development program.

Receive information and a possible recommendation from the administration of Oklahoma State University regarding the Monroe Street project.

Consideration of information and a possible recommendation regarding the engagement of external auditors for the FY-2012 institutional audits.

Academic Affairs, Policy and Personnel Committee

Consideration of information and a possible recommendation regarding revisions to Board Policy 3.03 Political Activities of Employees.

Regents Steering Committee, 2011-2012 Langston University Presidential Selection Process

Executive Session, if so approved by the required number of Board members present, for the purpose of discussing the employment (including interviewing and evaluating candidates) of a President of Langston University. (Oklahoma Open Meeting Act, §307B.a.)

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

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

January 20, 2012


BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES

By: _____



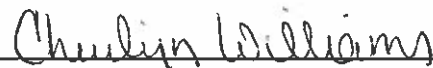
Jay L. Helm, Chairman

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 February 24, 2012.



Cheryl Williams, Secretary