

MINUTES

of the

BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL
COLLEGES

for the

JUNE 16, 2017

Regular Board Meeting

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

June 16, 2017

	<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
Recognition of Outgoing Chair Lou Watkins	3
Recognition of Cherilyn Williams	3
Academic Affairs, Policy and Personnel Committee Report	138
Approval of Salaries for Institutional Presidents	138
Audit, Risk Management and Compliance Review Committee Report	138
Approval of Audit Plan for Fiscal Year 2018	138
Fiscal Affairs and Plant Facilities Committee Report	139
Planning and Budgets Committee Report	139
Approval of Board of Regents' FY-2018 Budget Documents	139
Personnel Actions	139
Election of Board Officers	140
Closure to the Presidential Evaluation Process	140
Revision of Board Rule 30:10-01-19	141
Adjournment	141

II. Business With the Colleges

OKLAHOMA PANHANDLE STATE UNIVERSITY

Opening Comments by President Faltyn	5
Memorial Resolutions	5
Approval of OPSU Alcohol Policy	5
Approval of OPSU Financial Exigency Policy	6
Approval of Instructional Programs	6
Approval of FY-2018 Budget Documents	7
Approval of Budget Documents	7
Approval of Contractual Agreements	7
Balance of Agenda	7
Agenda	9-26

NORTHEASTERN OKLAHOMA A&M COLLEGE

Opening Comments by President Hale	27
Personnel Actions	27
Instructional Programs	27
Approval of FY-18 Budget Documents	28
Balance of Agenda	29
Agenda	31-47

II. Business With the Colleges	<u>Page</u>
<u>LANGSTON UNIVERSITY</u>	
Opening Comments by President Smith	48
Approval of FY-2018 Budget Documents	49
Contractual Agreements	49
Student Handbook	50
Balance of Agenda	50
Agenda	51-104
<u>CONNORS STATE COLLEGE</u>	
Opening Comments by President Ramming	105
Policy and Operational Procedures	105
MOU with Green Country Behavioral Health Services, Inc.	105
Purchase Requests	106
Approval of FY-2018 Budget Documents	106
Balance of Agenda	107
Agenda	108-121
<u>OKLAHOMA STATE UNIVERSITY</u>	
Opening Comments by President Hargis	122
<u>Policy and Operational Procedures</u>	
Approval of OSU Appropriate Use Policy for Information Technology	122
<u>Academic Affairs</u>	
Approval of Personnel Actions	123
Approval of Proposed New Degrees and Program Modifications	123
Approval of Reorganization and Renaming of the OSU College of Education	123
Approval of Annual Academic Program Reviews	124
<u>Administration and Finance</u>	
Approval of Fiscal Year 2018 Budget (OSU-System)	124
Approval of Peace Officer Actions	127
Approval to Accept Gift-in-Kind of Karsten Creek Golf Course	127
Approval to Enter an Exchange Agreement with the City of Stillwater	128
Approval of Changes to the OSU/A&M Retirement Plans (OSU System)	128
Approval to Execute a Contract for Development Services with the Oklahoma State University Foundation (OSU-System)	128
Approval to Execute a Contract for Management Services with the Oklahoma State University Alumni Association (OSU-System)	128

II. Business With the Colleges	<u>Page</u>
 <u>OKLAHOMA STATE UNIVERSITY (CONTINUED)</u>	
Approval to Execute a Memorandum of Understanding with the Oklahoma State University Alumni Association	129
Approval to Grant Pedestrian Easement to City of Stillwater	129
Approval to Negotiate and Enter Into an Interim Funding Agreement with the Oklahoma State University Foundation	130
Approval to Grant a Temporary Construction Easement to the City of Oklahoma City (OSU-OKC)	130
Approval to Begin the Selection Process for On-Call Consultants to Provide Mechanical, Electrical & Plumbing (MEP) and Civil Engineering As-Needed Services to the University System and Institutions Governed by the Board (OSU-System)	130
Approval to Select an Architectural Firm to Assist the University with the Programming and Conceptual Design of a New Research and Teaching Laboratory Building for the Division of Agricultural Sciences and Natural Resources	131
Approval to Begin the Selection Process for an Architectural Firm to Assist the University with the Programming and Conceptual Design of a New Agronomy Station Research, Extension, and Teaching Complex for the Division of Agricultural Sciences and Natural Resources	131
Approval to Select an Architectural Firm to Assist the University with the Design and Construction of a New Geology Core Storage Building	132
Approval to Select a Construction Management Firm to Assist the University with the Design and Construction of a New Geology Core Storage Building	132
Approval to Begin the Selection Process for an Architectural Firm to Assist the University with the Programming and Conceptual Design of a Renovation of the Human Sciences West Building for the College of Human Sciences	133
Approval to Demolish Building 652, North Sheep Barn	133
Approval to Engage a Management Company and Begin the Detailed Planning of the Shooting Range to be located at Lake Carl Blackwell	134
Approval of Purchase Requests	134
Remarks by President Hargis Regarding FY-2018 Budgets	135
III. Public Comments	137

MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES, JUNE 16, 2017

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 13, 2016.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the A.R. and Marylouise Tandy Medical Academic Building on the campus of Oklahoma State University Center for Health Sciences, 1111 W. 17th Street, Tulsa, Oklahoma, on June 16, 2017.

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

Absent: None.

Others present: Mr. Jason Ramsey, Chief Executive Officer; Ms. Jessica Russell, Director, State Government Relations; Mr. Carter Kimble, Director of Health Policy; Mr. Steve Stephens, General Counsel; Ms. Michelle Finley, Chief Audit Executive; Ms. Shari Brecht, Executive Assistant to the CEO; Ms. Cherilyn Williams, Executive Administrative Associate; and Ms. Kyla Eldridge, Administrative Associate.

After the Chief Executive Officer announced a quorum was present and affirmed that all documents had been filed, the meeting was called to order at approximately 12:00 p.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE COLLEGES
MEETING OF JUNE 16, 2017

Order of Business

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

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

Approval of Minutes

Regent Anthony moved and Regent Callahan seconded to approve the minutes of the April 20, 2017, Special Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Regent Burns moved and Regent Milner seconded to approve the minutes of the April 21, 2017, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Regent Milner moved and Regent Anthony seconded to approve the minutes of the June 5, 2017, Special Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

Approval of Future Board Meetings

Chair Watkins announced that the next regular meeting of the Board of Regents is scheduled to convene on September 8, 2017, in the Calcagno Family Ballroom, Student Union, on the campus of Northeastern Oklahoma A&M College, Miami, Oklahoma. For consideration of approval is the meeting scheduled for October 20, 2017, in the Council Room, 412 Student Union, on the campus of Oklahoma State University, Stillwater, Oklahoma.

Regent Hall moved and Regent Milner seconded to approve the meeting scheduled for October 20, 2017, in the Council Room, 412 Student Union, on the campus of Oklahoma State University, Stillwater, Oklahoma.

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

Recognition of Outgoing Chair Lou Watkins

Vice Chair Doug Burns expressed appreciation to Chair Lou Watkins. He congratulated her for all of her hard work during her time as Chair the past year, and said he knows it has been an incredible sacrifice. He said this is Regent Watkins' 20th year as a member of the Board. She has served three times as Chair and he feels this was her best. Regent Burns said it has been a challenging year for higher education due to budget concerns, and these challenging times have required leadership. When he thinks of Lou Watkins, he thinks of grace and all that she brings to the Board meetings. He said he never ceases to be amazed at how connected Regent Watkins is to people from grassroots to the highest echelons of power, which is something that has been so important to the Board. He said the thing that impresses him more than anything about Regent Watkins is the fact that she attends so many graduations. She travels all over the state to attend the many commencements and graduations and enjoys it immensely. Vice Chairman Burns presented Chair Watkins with a plaque and the gavel she used this past year as Chair and expressed to her how much the Board appreciates her.

Regent Watkins expressed appreciation.

Recognition of Cherilyn Williams

Chair Watkins recognized Ms. Williams for her 38 years of service to the Board. Chair Watkins presented Ms. Williams with a Board Seal Trophy, inscribed "In grateful appreciation for your leadership and distinguished service to the OSU/A&M Board of Regents and the institutions that it governs, 1979-2017." Chair Watkins said she has never seen Ms. Williams flustered, late, forget anything, or mad, in the 20 years that she has worked with her. Ms. Williams has tended to the Board with attentiveness and detail and it is deeply appreciated. Chair Watkins welcomed other comments for Ms. Williams at this time.

Mr. Ramsey said Ms. Williams' husband has been retired for a while and is looking forward to having her available to travel with him on a whim. He said she has been such a joy to work with and he hates to see her go. She is a great friend. Mr. Ramsey said when word got out about Ms. Williams' impending retirement, former Regents, current Regents, and Board staff all expressed a desire to show their appreciation for her 38 years of service. Mr. Ramsey presented Ms. Williams with a gift on behalf of this group and wished her all the best in her retirement.

Ms. Williams expressed appreciation to everyone and shared a few comments about her colleagues. She said Ms. Brecht has worked with her for 37 years, Mr. Ramsey puts in so much time, Ms. Russell almost lives at the Capitol, and Ms. Eldridge is doing such a wonderful job and will easily transition to assume her job duties. Internal Audit and the Office of Legal Counsel have been such a blessing and a help to her. The presidents and their staff have been so helpful over the years. She said she does not even know how much time the Regents spend on phone calls,

meetings, and attending events, and they do it all as volunteers. Ms. Williams said it has been such an honor to work for the Board for all these years, and she is grateful to have had the opportunity.

OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

Dr. Tim Faltyn, President; Mr. Benny Dain, Vice President for Fiscal Affairs; and Ms. Diane Murphey, Vice President of Academic Affairs, appeared before the Board of Regents to present the business of Oklahoma Panhandle State University and review the Agenda for members of the Board.

Dr. Faltyn congratulated Chair Watkins on an excellent year. He said she has been a friend and mentor to him and his wife, and she is an inspiration to many people across Oklahoma.

Dr. Faltyn thanked Dr. Shrum, her husband, Darren, and her staff for hosting an excellent event last evening. He said the new building is remarkable, and OSU-CHS has a lot to be proud of with a great future ahead.

Dr. Faltyn referenced the *Panhandle* publication and said this issue is focused on honors events, graduations, and commencement ceremonies. He said he did not want to highlight any specific article as he feels they are all great.

Dr. Faltyn said he would encourage those who have been to past graduations at OPSU to speak with Regent Burns, who attended OPSU's commencement this spring. Dr. Faltyn said the OPSU staff and faculty did a wonderful job and took it to another level this year. Regent Burns affirmed this.

Memorial Resolutions

Dr. Faltyn said one of the things he loves about the System is that it functions as a team. There was a typo in Mrs. Bryant's Memorial Resolution, and Kathy Elliott called it to their attention to be corrected. Those little things make a big difference on things like Memorial Resolutions.

Approval of OPSU Alcohol Policy

Regent Burns reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma Panhandle State University regarding approval of the OPSU Alcohol Policy. The Committee acted to recommend Board approval of the administrative recommendation.

Regent Burns moved and Regent Anthony seconded to approve the Oklahoma Panhandle State University Alcohol Policy.

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

Approval of OPSU Financial Exigency Policy

Regent Reese moved and Regent Anthony seconded to approve the Oklahoma Panhandle State University Financial Exigency Policy.

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

Approval of Instructional Programs

Dr. Faltyn said there are over 40 instructional programs listed for Board approval, and these changes involved every dean, department chair, and faculty member on campus (The OPSU Instructional Programs is on file in the Board of Regents' Office as Document No. 6-6-16-17). He said there was some updating that needed to be done with OPSU's curriculum to ensure it would be able to meet Complete College America goals as well as 15 to Finish standards. All degrees were reviewed and adjusted to 120 hours. He said Diane Murphey led this project, and he noted that she has been with OPSU for 36 years, and this is her last Board meeting to attend before her retirement. She was a faculty member, a department chair, and she was arguably the most successful Dean of Business with national championship business and computer programming programs. This past year she has been the Vice President of Academic Affairs and has done a phenomenal job. Dr. Faltyn asked Ms. Murphey to review the degree changes.

Ms. Murphey said the faculty and deans reviewed OPSU's General Education curriculum, which did not match well with the Oklahoma State Regents for Higher Education requirements. The curriculum was changed so it would align better with those requirements; the Bachelor Degree requirements were reduced from 41 to 40, and the Associate Degree was reduced from 41 to 37. The deans and department chairs were then able to use the General Education curriculum change to keep the rigor and strength of the more specific degrees, which allows for reductions in elections and more wisely uses the communications elective allowed for General Education. These changes enabled the programs to be tailored to the Complete College America goals and the 15 to Finish standards while keeping academic rigor and credibility.

Chair Watkins said she had the honor of sharing dinner this past evening with Ms. Murphey, who shared that her goal as a little girl was to be an astronaut. Nobody in her family had ever been to college, and her dad told her to do what she wanted. Ms. Murphey went to college, but was not able to achieve her dream of becoming an astronaut because family and her career got in the way. Chair Watkins said that 13 of Ms. Murphey's former students are employed at NASA. Chair Watkins said she believes that is what teaching is all about and expressed appreciation to Ms. Murphey for all that she does.

Approval of Budget Documents

Dr. Faltyn presented the FY-2018 budget documents for Oklahoma Panhandle State University and recommended their approval. He said the budget was discussed yesterday with members of the Planning and Budgets Committee. (The FY-2018 budget documents for Oklahoma Panhandle State University are collectively on file in the Board of Regents' Office as Document No. 4-6-16-17. The OPSU Personnel Salary Spreadsheet for Fiscal Year 2018 is on file in the Board of Regents' Office as Document No. 5-6-16-17.)

Regent Link said the reduction in State appropriations to OPSU was \$365,418, and noted that the budget reduction is being covered without an increase in tuition and fees. Dr. Faltyn affirmed this.

Regent Link reported that the Planning and Budgets Committee met with the administration of Oklahoma Panhandle State University to review the FY-2018 budget recommendations. The Committee acted to recommend Board approval as follows.

Regent Link moved that with regard to Items D4., F1., F2., F3., and K., the Board conditionally approve all elements of the budget as presented by the OPSU administration, including any recommendations on salary and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions and personnel actions. Regent Davis seconded the motion.

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

Approval of Contractual Agreements

Regent Anthony moved and Regent Callahan seconded to approve the contractual agreements as presented (Item H).

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

Balance of Agenda

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

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

Dr. Faltyn said the College National Finals are taking place, and as of last night the OPSU men's rodeo team was leading and one of OPSU's ladies was in the top three.

Dr. Faltyn said it has been said a lot that he has been raised by the Board during his professional career, and he said Cherilyn Williams has had a large hand in that as well. He cannot count how many times she has given him advice and helped him get things right. He said she does that for everyone and she is appreciated. Dr. Faltyn presented a gift to Ms. Williams.

Regent Anthony said that Dr. Faltyn has been heavily involved and instrumental in the discussion about shared services between the schools in the A&M System. He said he will ask Mr. Weaver to give a report regarding that process later during the meeting, but he wanted to let Dr. Faltyn know that what he has done with his leadership in working on shared services is appreciated.

Regent Link said not all of the Board members were able to attend the Planning and Budgets Committee meeting yesterday, and he knows that Dr. Faltyn is under pressure not only due to losing \$365,000 in state appropriations, but also due to the competitive pressures of surrounding institutions' tuition and fees. He said Regent Davis pointed out the fact that those are critical points with which Dr. Faltyn has to battle. The other battle being fought is access due to the cost of tuition and fees. He said he wanted to ensure the entire Board understands that those two battles are being fought on a daily basis in addition to the reduction in appropriations from the State. He said Dr. Faltyn has done well to handle the decrease without increasing tuition and fees, and he would like to commend Dr. Faltyn for that.

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

OKLAHOMA PANHANDLE STATE UNIVERSITY
Goodwell, Oklahoma

June 16, 2017

Board of Regents for Oklahoma A & M Colleges

Dear Board Members,

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

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

1. Personal remarks – Dr. Tim Faltyn
2. Panhandle Magazine

Part B---Resolutions

1. Board approval is requested for the attached memorial resolution for Ms. Diane Bryant, who passed away on May 4, 2017. Mrs. Bryant was the First Lady of Oklahoma Panhandle State University from 2003 until 2016, while her husband, Dr. David Bryant served as president. After Dr. Bryant's retirement in May 2016 the Bryant family resided in Yachats, Oregon.
2. Board approval is requested for the attached memorial resolution for Mr. David Miller, who passed away on May 24, 2017. Mr. Miller was an assistant professor of Business Administration at Oklahoma Panhandle State University in addition to Chair of the Business Administration. David taught at the university for 28 years and resided in Goodwell with his wife Rose.

Part C---Policy and Operational Procedures

1. Board approval is requested for the attached OPSU Alcohol Policy. This policy has been reviewed by the Office of Legal Counsel.
2. Board approval is requested for the attached OPSU Financial Exigency Policy. This policy has been reviewed by the Office of Legal Counsel. Upon approval the OPSU Financial Exigency Policy will be added to the OPSU Faculty Handbook and OPSU Staff Handbook.

Part D---Personnel Actions

1. Board approval is requested for the following personnel actions effective July 1, 2017. Promotions include a \$1,000 increase in base salary.

The promotion of Dr. Patrick Maille from Associate Professor to Professor of History.

The promotion of Dr. Sandol Johnson from Associate Professor to Professor of Animal Science.

The promotion of Dr. Curtis Bensch from Associate Professor to Professor of Agronomy.

The promotion of Dr. Sara Hitch from Assistant Professor to Associate Professor of Business Administration.

The promotion of Dr. Nels Peterson from Associate Professor to Professor of Agricultural Education.

2. Board approval is requested for the following positions:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>	<u>Assignment</u>	<u>Explanation</u>
Deborah Ask	Director, Water Lab	\$85,000	7/1/2017	12 Month	Replacement
Carolyn Camfield	Dean, Academic Support	\$72,209	7/1/2017	12 Month	Reassignment
Laura Duran	Director, Physical Plant	\$58,000	7/1/2017	12 Month	Replacement
Victor Esparza	Head Women's Basketball Coach	46,000	7/1/2017	12 Month	Replacement
Amber Glass	Registrar	\$62,000	7/1/2017	12 Month	Replacement
Matthew Heffner	Head Volleyball Coach	\$36,000	7/1/2017	12 Month	Replacement
Jerry Mihelic	Dean, Education	\$65,367	7/1/2017	12 Month	Replacement
Meghan Mulcahy	Athletic Director, Softball Coach	\$66,200	7/1/2017	12 Month	Replacement
Tiffany Murley Dillon	Bursar	\$40,000	7/1/2017	12 Month	Re-establishment
Schoenhals	Director, Institutional Research	\$45,000	7/1/2017	12 Month	Reassignment
Rantz Trayler	Dean, Student Services	\$50,000	7/1/2017	12 Month	Reassignment
Davin Winger	Dean, Business & Technology	\$68,000	7/1/2017	12 Month	Replacement

3. The following faculty and staff have announced their intention to retire or resign:

<u>Employee</u>	<u>Position</u>	<u>Effective</u>	<u>Explanation</u>
Bobby Jenkins	Registrar	May 31, 2017	Resignation
Michael Stephens	Head Volleyball Coach	May 31, 2017	Resignation
Charles Terry	Head Women's Basketball Coach	May 31, 2017	Retirement

4. Board approval is requested for the attached OPSU personnel salary spreadsheet.

Part E---Instructional Programs

1. Board approval is requested for the following revisions to General Education requirements. These revisions will align better with Oklahoma State Regents for Higher Education and Complete College America goals.
 - a. Associate degrees: 41 to 37
 - b. Bachelor degrees: 41 to 40

See attachments for current and proposed General Education requirements.

2. Board approval is requested for the following program modification:
Option Addition: B.B.A. – Business Administration: Hospitality and Tourism

See attachments for existing degree programs and proposed option additions.

3. Board approval is requested for the following program modification:
Option Addition: A.S. – Business Administration: Hospitality and Tourism

See attachments for existing degree programs and proposed option additions.

4. Board Approval is requested to adjust all degree plans to be compliant with Complete College America goals. See list of degree plans with current and proposed hours below:

<u>Degree</u>	<u>Current Hours</u>	<u>Proposed Hours</u>
Agribusiness (BS)	124	120
Agronomy (BS)	124	120
Agriculture Education (BS)	124-126	120-121
Animal Science (BS)	124	120
Animal Science (BS) Animal Science Option	124	120
Animal Science (BS) Livestock Production & Management	124	120
Animal Science (BS) Meat Science Option	124	120
Animal Science (BS) Nutrition Option	124	120
Animal Science (BS) Wildlife Management Option	124	120
Business Administration (AS)	64	60
Business Administration (AS) Computer Information Systems Concentration	65	60
Technology (AAS) Industrial Technology Option	64	60
Technology (AAS) Metal Technology Option	64	60
Technology (AAS) Technology Option	64	60
Accounting (BBA)	124	120
Accounting (BBA)		

Accounting Information Systems Option	124	120
Business Administration (BBA)		
General Business Option	124	120
Business Administration (BBA)		
Finance Option	124	120
Business Administration (BBA)		
Management Option	124	120
Business Administration (BBA)		
Marketing Option	124	120
Computer Information Systems (BBA)	124	120
Technology (BTEC)	124	120
Technology (BTEC)		
Computer Graphics Option	124	120
Industrial Technology (BIND)		
Industrial Management Option	124	120
Industrial Technology (BIND)		
Industrial Technology Option	124	120
Industrial Technology (BIND)		

<u>Degree</u>	<u>Current Hours</u>	<u>Proposed Hours</u>
Industrial Business Management Option	124	120
Elementary Education (BS)	128	122
Health and Physical Education (BS)		
Academic Option	124	120
Health and Physical Education (BS)		
Teaching Option	124	120
Health and Physical Education (BS)		
Sports and Exercise Management Option	124	120
Criminal Justice (AS)	64	60
Criminal Justice (BS)	124	120
History (BA)	124	120
Psychology (BS)	124	120
Social Studies (BA)		
Academic Option	124	120
Social Studies (BA)		
Political Science Option	124	120
Social Studies (BA)		
Sociology Option	124	120
English (BA)	124	120
Bachelor of Fine Arts (BFA)		
Art Option	126	120
Bachelor of Fine Arts (BFA)		
Traditional Art Option	126	120
Bachelor of Fine Arts (BFA)		
Computer Graphics Option	126	120
Music (BM)		
General Music Option	124	120
Music (BM)		
Vocal Performance Option	124	120

Music (BM)		
Instrumental Performance Option	124	120
Technology (AAS)		
Fire Protection Option	65	60
Technology (AAS)		
Emergency Medical Services Option	64	60
Biology (BS)		
Academic Option	124	120
Biology (BS)		
Natural Science Option	124	120
Chemistry (BS)	124	120
Physical Science (BS)	124	120
Mathematics (BS)		
Academic Option	124	120
Mathematics (BS)		
Teaching Option	124	120
Bachelor of Science in Nursing (BSN)	124	120

See attachments for current and proposed degree plans.

Part F---Budgetary Actions

Board approval is requested for the following budgetary actions:

1. E & G Budget for FY 2018:
 - a. State-appropriated funds: \$5,540,706
 - b. OSRHE grants, contracts, and reimbursements: \$40,381
 - c. Revolving fund of: \$10,598,541
 - d. Total E & G budget figure: \$16,179,628 (revenue).
(this includes \$162,411 of reserves).
 - e. Total E & G budget figure: \$16,179,628 (expenditures).
2. Sponsored Program Budget of \$1,052,386
3. Auxiliary Enterprise Budget of \$8,779,652

Part G---Other Business and Financial Matters

None

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

Board approval is requested for permission to award a contract for a food service provider to be selected through the competitive bid process. The initial term of the basic contract shall be for a period of one (1) year, beginning July 1, 2017 and ending June 30, 2018, with the option to renew annually for seven (7) additional one year periods.

The contract is anticipated to be awarded on June 29, 2017 with an anticipated contract start date of July 1, 2017.

Part I---New Construction or Renovation of Facilities

None

Part J---Purchase Requests

Board approval is requested for the following purchase orders over \$75,000 for FY 2018:

Contract	Explanation	FY 18
Town of Goodwell	Campus Police, Fire, EMS, Trash Services, Engineering Services, Ambulance Services	155,000
Risk Management Division	Employee Tort Liability, Property Insurance, Vehicle Liability	105,000
West Texas Gas	Natural Gas for University	100,000
Tri County Electric	Electricity for University	850,000
OSU Bursar's Office	Prorated Share of Operational costs for Board of Regents, Legal Counsel, Purchasing Director, and Internal Audits, Chargebacks for Touchnet, OK Corral, and Purchasing, Bank reconciliation, and Ethics Point	175,000
OSU Information Technology	ERP (Banner), EES (Microsoft), campus licenses and training, IT Shared Services	210,000
Food Service (Bid)	Food Service	850,000
OK Regents for Higher Ed.	Bond payments	895,000
Charter Bus (Bid)	Bus Charter Service for NAIA Travel	225,000
Utilities Staffing Research	Contract Employment Agency	700,000
Ashland Feed (Bid)	OPSU Bull Test annual feed allotment	96,000
Johnson Controls	HVAC Service Agreement	590,042
Midwest Sporting Goods	Athletic clothing and supplies for all sports	180,000
OSU Contract CMAR	Construction Manager at Risk (CMAR)	250,000
Panhandle Telephone Coop	Phone service, cable, and wifi	100,000
Guymon Glass	New Construction and Renovations of Facilities (Glass)	150,000
Clint's Tile	New Construction and Renovations of Facilities (Flooring)	100,000
McMichael's Plumbing	New Construction and Renovations of Facilities (Plumbing)	150,000
Northwest Line	New Construction and Renovations of Facilities (Electrician)	150,000
Parsley's Sheet Metal & Roof	Roof Replacement and Repairs	500,000
David Moore	New Construction and Renovations of Facilities (Contractor)	200,000

Part K---Student Services/Activities

Board approval is requested for the following campus housing rate increases:

		Current/Semester	Proposed/Semester
Dorms	Double	\$655	\$855
	Single	\$1,255	\$1,500
Aggie Apartments		\$1,955	\$2,055

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

None

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

1. The April and May 2017 Summary of Out-of-State Travel reports are attached.

Respectfully submitted,



Dr. Tim Faltyn
President



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mrs. Diane Bryant, former First lady of Oklahoma Panhandle State University, was claimed by death on May 4, 2017.

WHEREAS, Mrs. Bryant, by her loyalty, attention to duty, and faithful performance rendered service as First Lady at Oklahoma Panhandle State University, from January 2003 through May 2016 while her husband, Dr. David Bryant, served as president, and as a citizen worthy of commemoration and respect; and

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

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

THAT it takes this method to express its appreciation for the 13 years of exemplary service rendered by Mrs. Bryant to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's finest first ladies.

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

Adopted by the Board the 16th day of June, 2017.

A handwritten signature in black ink, appearing to be "T. Faltyn", written over a horizontal line.

Dr. Tim Faltyn, President

A handwritten signature in blue ink, appearing to be "Lou Watkins", written over a horizontal line.

Lou Watkins, Chair



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mr. David Miller, assistant professor of Business Administration and Department Head at Oklahoma Panhandle State University, was claimed by death on May 24, 2017.

WHEREAS, Mr. Miller, by his loyalty, attention to duty, and faithful performance rendered service as an active faculty member at Oklahoma Panhandle State University from December 19, 1988 until the date of his death, May 24, 2017, and as a citizen worthy of commemoration and respect; and


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

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


THAT it takes this method to express its appreciation for the 28 years of exemplary service rendered by Mr. Miller to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's finest faculty.

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

Adopted by the Board the 16th day of June, 2017.



Dr. Tim Faltyn, President



Lou Watkins, Chair

Oklahoma Panhandle State University Alcohol Policy

It is forbidden to consume, possess, or serve beer and alcoholic beverages on the campus and in University housing (to include sorority and fraternity housing) except for the following.

- The privacy of Faculty Row and Line Drive housing.
- At special events and functions in the catering venues in the Student Union.
- At special events and functions in the Baggerly Banquet Hall in the University House.
- At special events and functions in the Science and Agriculture Building Lobby, the McKee Library Lobby, the Leo Garrett Draper Club House and the Lynn Gardner Rodeo Arena.
- In the Lobby and Aggie Hall of Fame area located in Oscar Williams Fieldhouse and in the No Man's Land Stadium tailgating area, in connection with collegiate athletic and other special events.
- On reserved parking lots/facilities on game/special event days, to include the green spaces within or immediately adjacent to those lots/facilities, including the George and Juanita Gilmore Patio and the main entrance patio at the Science and Agriculture Building.
- At special events and functions in an area or areas designated by the President of OPSU. All alcoholic beverage services must be provided by a caterer, licensed by the State of Oklahoma to purchase and serve alcohol to the public.

All purchases, consumption, possession, and service of beer and alcoholic beverages allowed hereunder shall be in strict compliance with Oklahoma Panhandle State University policy, the Oklahoma Alcoholic Beverage Control Act and other applicable laws of the State of Oklahoma.

All exceptions specified above must adhere to the following:

1. No social event shall be called by a name that implies alcohol as the only beverage to be offered. (e.g., wine and cheese reception)
2. Whenever alcohol is served at an event as authorized above, there will be readily available non-alcoholic options.
3. Each event must be approved by the OPSU President.

Financial Exigency Policy

Introduction

This policy statement was submitted pursuant to a directive from the A&M Board of Regents and establishes the procedures and guidelines for addressing a state of financial exigency at Oklahoma Panhandle State University. It will supersede other University policies and procedures, including all grievance procedures, if the President of the University declares a state of financial exigency.

Definitions

When used in this policy statement, unless the context clearly indicates otherwise, the following words and terms shall be construed as having the meanings described to them in this section:

A&M Board of Regents shall mean the Board of Regents for the Oklahoma Agricultural & Mechanical Colleges.

Continuing Faculty shall mean faculty with more than three years of service with the University and should not be construed as meaning tenured. (Coaching personnel are considered non-faculty even though they may teach some classes.)

Financial Exigency shall mean that state of financial crisis brought about by an Educational and General Part I budget allocation to the University, which would:

- Necessitate the elimination or reduction of existing instructional programs; or,
- Necessitate the termination of employment or reduction of compensation for permanently employed faculty or staff prior to the normal expiration of their contract or appointment; or,
- Seriously erode the quality of any existing program.

Financial Exigency Executive Committee shall be composed of the President, who shall serve as Chairman, the Vice President for Academic Affairs, the Vice President for Fiscal Affairs, and other designees as may be deemed appropriate at the time.

Financial Exigency Task Force shall be composed of the incumbents of the following described positions or their successors in interest as defined by the President:

- Vice President for Academic Affairs
- Vice President for Fiscal Affairs
- Affirmative Action Officer
- President of Student Senate
- One (1) elected representative of the Deans
- Athletic Director
- Chair, Faculty Senate
- Chair, Staff Senate
- At-Large member appointed by the President

In addition, the President may appoint to the Task Force such other faculty, administrators, staff, or students to assure appropriate representation of all groups within the university community.

Termination Review Committee shall be composed of a chairman and six members, three of whom shall be faculty members and three of whom shall be administrators or staff. The Vice President for Academic Affairs shall determine the faculty members of the committee by random selection from among the

continuing faculty who are full-time employees for two of the positions, and from among other faculty who are full-time employees for the remaining faculty position. Any faculty member so chosen may decline to serve. A continuing faculty member whose termination is proposed shall be allowed to excuse one of the three faculty members of the committee without cause; if necessary, another faculty member shall be chosen to serve. Challenges for justifiable cause shall also be allowed. The President shall designate administrators or staff to serve on the committee. When the committee is considering the appeal of a faculty member whose termination is proposed, the Vice President for Academic Affairs shall chair the proceedings; when the committee is considering the appeal of a staff member whose termination is proposed, the Vice President for Fiscal Affairs shall chair the proceedings. (All members shall be voting members.)

Procedures

Declaration

When, in his opinion, a state of financial exigency is impending, the President shall convene the Oklahoma Panhandle State University Executive Council and may convene such other entities or groups as he shall deem appropriate and advise any group so convened of the circumstances upon which the opinion is founded. Included within the statement of circumstances shall be an estimate of the scope and duration of budgetary shortfall or other condition which gives rise to the expected exigency and an explanation of all pre-exigency budgetary reductions affected. The President shall further consult with the Chief Executive Officer and any appropriate committee of the A&M Board of Regents with respect to the expected exigency. If, following these consultations, the President determines that a financial exigency exists or is imminent, he shall declare the University to be in a state of financial exigency.

Preliminary Action Plan

Following the declaration, the President shall convene the Financial Exigency Task Force (Task Force) and charge it with the responsibility of conducting appropriate studies and reviews to determine the nature and extent of the crisis and developing a Preliminary Action Plan to return the university to a stable financial state. At a minimum, the plan shall contain a summary review of the academic and support programs of the university; recommendations for reorientation, reorganization, realignment or reduction of academic and support programs; recommendations concerning reduction of personnel; the effect of the plan upon the performance of the university's mission and the effect of the plan upon the university's Affirmative Action Plan.

All Task Force Members shall seek input from personnel within their respective areas of representation.

Upon completion of its evaluation, the Task Force shall prepare and recommend its Preliminary Action Plan to the Financial Exigency Executive Committee (Executive Committee) which shall review the plan, make such revision as it deems appropriate, and recommend the plan to the President. The Executive Committee shall provide the Task Force with copies of the revised plan recommended to the President.

Exigency Action Plan

The President shall review and consider the Preliminary Action Plan and any revision thereof submitted by the Executive Committee. Further, the President will seek such other advice and counsel from faculty, students, and other interested parties, as he shall deem appropriate. Any advice and counsel shall be advisory only, and it shall remain the sole responsibility of the President to make final decisions regarding

recommendations to the A&M Board of Regents concerning the financial exigency. Following such deliberation, the President shall prepare and submit to the A&M Board of Regents an Exigency Action Plan for alleviating the financial crisis at the university. The Exigency Action Plan will not identify specific faculty or staff for termination but will identify areas in which reductions are proposed.

Action by A&M Board of Regents

The A&M Board of Regents has ultimate responsibility for the financial integrity of the university. It will review the Action Plan submitted by the President and may consider such other factors as it deems appropriate in determining what actions should be taken to restore the university to a stable financial state. Any Action Plan adopted by the A&M Board of Regents will not identify specific faculty or staff for termination, but it will identify areas and units in which reductions are proposed.

Action Plan Implementation

Following adoption by the A&M Board of Regents, the President shall direct the Vice President of Academic and Student Affairs to implement the provisions of the approved Action Plan. If the plan entails the reduction of programs, activities or services, or the termination of faculty or staff, then the following appropriate provisions of this policy shall apply.

Guidelines for Program Review

In reviewing programs and activities for reorientation, reorganization, realignment, reduction, or termination, the mission of the university and the fulfillment of its obligations as a higher education institution shall remain paramount. As the Task Force and Executive Committee conduct their studies and develop their respective plans, they should consider centrality to the university's mission, productivity, support of productive programs, cost-benefit relationship, program achievement and income generating ability with respect to consolidation, reduction, or termination of university programs or activities. This may, in some cases, necessitate the retention of programs, services, and activities which are not strong, but which are central to the concept of the university and to the mission of Oklahoma Panhandle State University.

Guidelines for Termination of Employment

Every termination must be based on an appropriate administrative judgment that the action will have an effect substantially less detrimental to the quality and effectiveness of the performance of the university's mission than any alternate budgetary reduction.

- Faculty Termination

Any action plan which contemplates the termination of faculty shall be in accordance with the following guidelines.

- To the extent reasonably possible, alternatives other than termination should be explored. Examples of alternatives are early retirement, part-time employment, reduction in salaries, and furlough.
- Unless a substantial and serious distortion of a given academic program would result:
 - Non-tenured faculty should be terminated before tenured faculty.
 - Academic rank should be respected.

- Seniority within academic rank should be respected.
 - Affirmative Action guidelines should be observed.
 - Tenure, academic rank, and seniority shall be considered within academic departments.
 - In those instances where termination is judged necessary:
 - The terminated faculty member will be given written notice of the decision and a statement of information upon which the decision was based.
 - The notice shall state the effective date of termination, and efforts should be made to give as much advance notice as possible, consistent with the conditions of exigency.
 - Employment in some other part of the University should be offered where reasonably possible, if the individual is the best qualified candidate.
 - The terminated faculty member has the right to have his or her termination reviewed by the Termination Review Committee to determine only if these guidelines have been followed. In any such review, the circumstances of financial exigency shall not be an issue. A written record of the hearing will be made and forwarded to the President with the recommendation of the Termination Review Committee. The recommendation of the committee shall be advisory only to the President, who shall make all final decisions regarding recommendations for termination to the Board of Regents for the Oklahoma A&M Colleges.
 - In all cases of termination of tenured faculty because of financial exigency, the position of the terminated faculty member may not be normally filled for a period of two (2) years unless and until the released faculty member has been offered reinstatement and a reasonable period of time (usually 30 days) to accept it.
- Staff Terminations

Any action plan which contemplates the termination of staff shall be in accordance with the following guidelines:

- To the extent reasonably possible, alternatives other than termination should be explored. Examples of alternatives are alternate employment within the University, early retirement, part-time employment, furlough, and reduction in salaries.
- Unless a substantial and serious distortion in the quality of services provided would result, seniority within the administrative unit should be respected.
- In those instances where termination is judged necessary:
 - The terminated staff member will be given written notice of the decision and a statement of information upon which the decision was based.
 - The notice shall state the effective date of termination, and efforts should be made to give as much advance notice as possible, consistent with the conditions of exigency.
 - Employment in some other part of the University should be offered where reasonably possible, if the individual is the best qualified candidate.
 - The terminated staff member has the right to have his or her termination reviewed by the Termination Review Committee to determine if these

guidelines have been followed. In any such review, the circumstances of financial exigency shall not be an issue. A written record of the hearing will be made and forwarded to the President with the recommendation of the Termination Review Committee. The recommendation of the committee shall be advisory only to the President, who shall make all final decisions regarding recommendations for termination to the Board of Regents for the Oklahoma A&M Colleges.

- In all cases of termination of staff because of financial exigency, the position of the terminated employee may not, normally, be filled for a period of two (2) years unless and until the released employee has been offered reinstatement and a reasonable period of time (usually 30 days) to accept it.

Program Deletions

If an academic/technical program at the university is discontinued, students in the program shall be notified and every effort shall be made to allow them to finish their academic work. If it is not possible for students to complete the program, the university will explore making special allowances for such students. Special allowances might include, without limitation, permitting students to complete programs by taking work in related departments, or in any other reasonable manner facilitating the academic needs of affected students. To accommodate affected students, action will be taken to obtain approval of the A&M Board of Regents for program adjustments if required.

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Apr-17
 MONTH

FUND SOURCE	FY17		FY16		FY17		FY16	
	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	12	\$ 4,571.01	17	\$5,377.10	89	\$ 29,490.38	111	\$ 31,451.30
FEDERAL			2	\$177.00	2	\$ 356.30	2	\$ 177.00
PRIVATE								
AUXILIARY	6	3,864.91			26	\$ 11,791.94	33	\$ 11,135.67
OTHER							1	\$ 579.60
TOTAL	18	\$ 8,435.92	19	\$5,554.10	117	\$ 41,638.62	147	\$ 43,343.57

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

May-17
MONTH

FUND SOURCE	FY17		FY16		FY17		FY16	
	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	7	\$ 1,843.34	6	\$5,395.50	96	\$ 31,333.72	117	\$ 36,846.80
FEDERAL					2	\$ 356.30	2	\$ 177.00
PRIVATE								
AUXILIARY	4	2,216.20	3	\$467.76	30	\$ 14,008.14	36	\$ 11,603.43
OTHER							1	\$ 579.60
TOTAL	11	\$ 4,059.54	9	\$5,863.26	128	\$ 45,698.16	156	\$ 49,206.83

NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

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

Dr. Hale thanked Chair Watkins for serving as NEO's commencement speaker in May. He said it was a treat to have her on campus, as well as Regents Link and Reese. He said the students recognized Chair Watkins by presenting her with an Oden Statue. Chair Watkins said she was very proud to receive that recognition, and she was also proud of Dr. Hale's leadership. She said she was impressed by how affectionate the students were to First Lady Donna Hale, as many of them went out of their way to visit with her during the activities.

Dr. Hale referenced the *NEO Update* and said the staff works very hard on this report and does a good job. He encouraged the Board to read through the publication to see some of the good things that are happening at NEO.

Dr. Hale said the facility and OSU-CHS campus are beautiful, and every time he hears Dr. Shrum present about the things that are taking place at CHS he feels better about where Oklahoma is headed as a state. He wished a happy retirement to Cherilyn Williams and thanked her for all that she had done for NEO, and presented her with a gift.

Dr. Hale said it feels like October on the NEO campus with activities such as Boys State, livestock judging camp, wrestling camp, the fiber-optic project, new dormitory construction, and the Eight-Man All-Star week. It is busy, fun, exciting, and a good place to be.

Personnel Actions

Dr. Hale said he is pleased to announce that NEO was able to replace all vacant faculty positions this year, and noted that this is the first year out of the past four that they have been able to do so.

Instructional Programs

Dr. Hale said he would like to remind the Board of how the process works to change the instructional programs at NEO. There is a curriculum committee that is comprised of faculty which meets throughout the fall. Recommendations are entertained by the committee from the different departments across campus, and once those recommendations are acted on by the curriculum committee they go to the department chairs for review. After departmental review, they are sent to the Vice President for Academic Affairs. They are then brought before the executive committee, which is comprised of the Vice Presidents and himself. Once the recommendation has completed that process, it is presented to the Board of Regents for consideration.

Dr. Hale said the one thing listed in this section that caught his attention the most is that for many of the degree programs, NEO has moved from eight science credit hours required for a degree to

seven. It was the last school in the State of Oklahoma to require two lab science classes for all degree programs, which caused a lot of transition problems for students. If a student transferred to NEO and had one lab science credit and one non-lab science credit, they would have to take another course with a lab to obtain a degree. NEO is now in line with the OSRHE policy with regard to science classes. Many other categories will also be reduced to seven credits. (An Executive Summary of the Program and Course Changes for NEO is on file in the Board of Regents' Office as Document No. 7-6-16-17.)

Approval of FY-18 Budget Documents

Dr. Hale presented the FY-2018 budget documents for Northeastern Oklahoma A&M College and recommended their approval. Dr. Hale said the budgets were presented to the Planning and Budgets Committee at its meeting yesterday. (The 2017-2018 Salary Recommendations are collectively on file in the Board of Regents' Office as Document No. 8-6-16-17; and the FY-2018 budget documents for NEO are collectively on file in the Board of Regents' Office as Document No. 9-6-16-17.)

Dr. Hale said NEO's reduction in state appropriations was \$480,000 this year. When combined with the last two years, the total reduction totals \$2.2 million over three years. Item F.3. is requesting that the Board allow NEO to transfer \$500,000 from its cash reserves, \$500,000 from the E&G Operating Fund, and \$500,000 from the Auxiliary Fund to the Unexpended Plant Fund in support of debt service, equipment purchases, and capital projects for FY-2018.

Dr. Hale noted that the total increase in tuition and fees is approximately 6.5 percent, which is a \$9.00 per credit hour increase, or \$270 per year per full-time student. Dr. Hale said he is beginning his tenth budget year and he is tired of losing State appropriated dollars. He said he is frustrated with the fact that the State seems to be continuing to disinvest in higher education as though it is not a priority in the State of Oklahoma, and as though Oklahoma families that are pursuing higher education do not seem to matter. Unfortunately, over the nine years he has been doing budgets at NEO, they have coincided with budget cut after budget cut. It seems that even though students are incredibly receptive to working with the administration and understand the complexity of what is happening in Oklahoma, he knows there is continued pressure on the Oklahoma families who wish to pursue higher education. He said he pleads with the legislative leaders and the executive branch in Oklahoma that it is time to reflect on what has happened to public higher education in Oklahoma over the past decade. He implores them to exercise their responsibility to invest in the next generation of Oklahomans by funding higher education. He said he wanted this information noted on the record. Chair Watkins asked that if there are members of the press in attendance at the meeting, they include this information in their reports.

Regent Link said he thinks the state funding for NEO this year is equivalent in dollar amount to what it was in 1996. Dr. Hale said state funding is comparatively less than the 1996 amount. Today the State has essentially the same commitment that it had over two decades ago. This is a situation that the administration will work to handle with students, faculty, and staff, as that is what education does. Dr. Hale said NEO will continue to provide a great place for Oklahomans to attend school. The families and students in Oklahoma are paying the price for decisions being made at the State Capitol.

Regent Link asked what the faculty and staff reductions have been the past two years. Dr. Hale said the reduction is around 25 percent, totaling 32 percent over the last four years. He said when he arrived at NEO, there were approximately 240 full-time faculty and staff, and today there are approximately 159. As an example, in business and industry, if a lot of laborers are hired and are subsequently laid off it is due to not having projects. In education it works differently. There is more enrollment, 500,000 more square feet to manage, and more programs than ever. The work does not go away and only intensifies, and there are a lot less people to do the work. That is a big distinction between education and business and industry. Higher education is often criticized for not being nimble and not understanding that ups and downs in a profession are normal, but higher education is different than industry.

Regent Link reported that the Planning and Budgets Committee met with the administration of Northeastern Oklahoma A&M College to review the FY-2018 budget recommendations. The Committee acted to recommend Board approval as follows.

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

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

Balance of Agenda

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

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

Dr. Hale said that despite a lot of the challenges and difficulties faced through budget season, the smaller colleges really depend on the professional services of the Board offices and OSU, and are in a great deal of debt and gratitude for how they assist the smaller institutions. Those offices and departments have their own worries and demands, but NEO relies more and more on their help to deliver a high quality product and service. He does not believe the central office staff is praised nearly enough, as they are relied upon today more than ever. For the record he wants to ensure the importance of their contributions is recognized.

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

NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma
June 16, 2017

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

Dear Board Members:

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

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

1. President's Remarks

June 2017 "NEO Update"

PART B - RESOLUTIONS

None

PART C - POLICY AND OPERATIONAL PROCEDURES

None

PART D - PERSONNEL ACTIONS

1. Employment

- a. James Berryman, Process Technology instructor, will be paid an annual salary of \$48,873 effective August 1, 2017. This full time position replaces adjunct faculty members.
- b. Cynthia Brown, Nursing instructor, will be paid an annual salary of \$41,002
- c. effective August 1, 2017. This full time position replaces a retired faculty member.
- d. Fred Crapse, Anatomy and Physiology instructor, will be paid an annual salary of \$43,072 effective August 1, 2017. This full time position replaces a retired faculty member.

PART D - PERSONNEL ACTIONS (Continued)

- e. Tracy Allman, Physical Science instructor, will be paid an annual salary of \$48,171 effective August 1, 2017. This full time position replaces a resigned faculty member.
- f. Jessica Robinson, Physical Science instructor, will be paid an annual salary of \$39,910 effective August 1, 2017. This full time position replaces a retired faculty member.

2. Information Requiring No Action by the Board

- a. Troy Fugate, Criminal Justice instructor, resigned effective May 31, 2017
- b. Mike Bradley, Biological Science instructor, retired effective July 1, 2017.

PART E - INSTRUCTIONAL PROGRAMS

Board authorization is requested for the following program deletions and program modifications. The program deletions and program changes will be submitted to the Oklahoma State Regents for Higher Education, pending approval of the Board. An Executive Summary outlining the requested deletions and modifications is attached to this agenda (Reference Document #1)

1. Program Deletions

- a. *Mass Communication*
Delete the Associate in Arts degree in Mass Communication due to continued low enrollment
- b. *Native American Studies*
Delete the Associate in Arts degree in Native American Studies due to continued low enrollment and no job demand in the regional market
- c. *Speech and Theatre*
Delete the Associate in Arts degree in Speech and Theatre due to continued low enrollment.

2. Program Modifications

- a. *Business Administration: Pre-Accounting Option, Management Information Systems Option, and Sports Management Option*
 - i. Modify the AS degree in Business Administration and program options to require one laboratory science course and one science course without a laboratory component, instead of the two laboratory science courses required currently. The request is a result of a review of the Oklahoma State Regents for Higher Education policy and degree requirements at transfer institutions in Oklahoma.

PART E - INSTRUCTIONAL PROGRAMS (Continued)**b. General Studies**

- i. Modify the AA degree in General Studies to require one laboratory science course and one science course without a laboratory component, instead of the two laboratory science courses required currently. The request is a result of a review of the Oklahoma State Regents for Higher Education policy and degree requirements at transfer institutions in Oklahoma.

c. Physical Therapist Assistant

- i. Modify the program requirements to remove the requirement for a computer course (CS 1103 Computers in Society). The request is a result of curriculum review and credit hour recommendations from the specialized accrediting body.

d. Social Science

- i. Modify the AA degree in Social Sciences to require one laboratory science course and one science course without a laboratory component, instead of the two laboratory science courses required currently. The request is a result of a review of the Oklahoma State Regents for Higher Education policy and degree requirements at transfer institutions in Oklahoma.
- ii. Add HIST 1913 World History to 1500 and HIST 1923 World History since 1500 to the list of program course choices.

3. Information Items for Curricular Changes

Following are information items regarding course additions, deletions, and modifications. These changes will be submitted to the Oklahoma State Regents for Higher Education as information items.

a. New Course Additions

- *ENGL 1115 Freshman Composition with Review (co-requisite model)*
- *HIST 1923 World History to 1500*
- *HIST 1923 World History since 1500*
- *MATH 0115 Fundamentals of Algebra*
- *CHEM1315 General Chemistry I (replaces CHEM 1314)*
- *CHEM 1515 General Chemistry II (replaces CHEM 1514)*

b. Course Deletions

- *CHEM 1314 General Chemistry I (replaced by CHEM 1315)*
- *CHEM 1514 General Chemistry II (replaced by CHEM 1515)*

PART E - INSTRUCTIONAL PROGRAMS (Continued)

c. Course Modifications

- *EQNE 1121 Equine Selection.* Change requirements to 2 hours of lab, rather than 3 hours of lab
- *FRCD 2243 Health and Safety for Preschoolers.* Change course requirements from 2 hours of theory and 2 hours of lab to 3 hours of theory and no laboratory component
- *PHTA 1113 Introduction to Physical Therapy.* Revise course description
- *PHTA 2363 Kinesiology for Physical Therapy.* Revise course description
- *PHTA 2388 Orthopedic Rehabilitation.* Revise course description
- *PHTA 2414 Rehabilitation –* revise course description
- *PTEC 1003 Introduction to Process Technology.* Delete prerequisite/co-requisite of MATH 1513 College Algebra
- *PTEC 2013 Safety, Health and Environment.* Change prerequisite to PTEC 1003 or permission of program coordinator
- *PTEC 2023 Process Quality.* Change prerequisite to PTEC 1003 or permission of program coordinator
- *PTEC 2224 Process Technology II: Systems.* Change prerequisite to PTEC 1003, 1213, 2013, 2023, and 2014
- *PTEC 2134 Process Technology III: Operations.* Change prerequisite or co-requisite to PTEC 1003, 1213, 2013, 2023, and 2124

PART F - BUDGETARY ACTIONS

1. Operating Funds Allocations for 2017-18

Board authorization is requested for Northeastern Oklahoma A&M College’s proposed 2017 - 18 E&G Budget, Parts I and II, and the Auxiliary Budget. The Oklahoma State Regents for Higher Education recently made allocations for fiscal year 2017-18 as appropriated by the Oklahoma Legislature. For your information, the following is a comparison of the 2017-18, 2016-17, 2015-16 and 2014-15 budget allocations.

Budget Year	Total State Allocated Funds	\$ Amount Inc./{Dec}	% Inc./{Dec.}
2017-18	\$6,833,395	(\$ 442,472)	(6.1%)
2016-17	\$7,275,867	(\$1,381,221)	(15.9%)
2015-16	\$8,657,088	(\$ 313,988)	(3.5%)
2014-15	\$8,971,076	0	N/A

PART F - BUDGETARY ACTIONS (Continued)

2. 2017-18 Salary Recommendation

Board authorization is requested for the 2017-18 Faculty and Professional, Classified and Support Personnel Salary Recommendations (E&G and Auxiliary) (Reference Document # 2). The budget reflects the payment of 100% of the Teacher Retirement for all eligible employees. The contribution rate on all salaries and benefits is 9.5%. In addition, the College pays administrative costs at the rate of 7.5% on all salaries and benefits. Also, included in the budget are all premiums for health insurance and term life insurance on all full-time employees.

3. Fund Transfers

Board authorization is requested to transfer \$500,000 from the E&G Operating Fund (290) and \$500,000 from the Auxiliary Fund (701) to the Unexpended Plant Fund (295), in support of debt service, equipment purchases and capital projects in the fiscal year 2018.

PART G - OTHER BUSINESS AND FINANCIAL MATTERS

1. Peace Officer Commission

We request peace officer commission for Campus Police Officer Chuck North. Officer North is CLEET certified.

2. Master Lease Revenue Bonds

FY18				
Master Lease	Purpose	Funding Source	TOTAL	Final Payment
ODFA 2010A - 20 Year	Student Union Renovation	Auxiliary	\$246,951.47	May 16, 2030
ODFA 2010B - 7 Year	Student Union Equipment	Auxiliary	\$62,229.15	May 15, 2017
ODFA 2010B - 20 Year	Student Union Equipment	Auxiliary	\$ 48,328.35	May 15, 2030
ODFA 2011A -7 Year	Campus Lighting	Sec. 13 & Aux	\$24,548.37	May 15, 2018
ODFA 2011A - 20 Year	Student Union Renovation	Auxiliary	\$230,445.26	May 15, 2031
ODFA 2011C - 7 Year	Student Housing Complex	Sec. 13 & Aux	\$64,774.90	May 15, 2018
ODFA 2011C - 15 Year	Student Housing Complex	Sec. 13 & Aux	\$ 2,763.81	May 15, 2026
ODFA 2011C - 20 Year	Student Housing Complex	Sec. 13 & Aux	\$13,292.55	May 15, 2031
ODFA 2013A - 5 Year	Vehicles, Class Furniture, Kah-Ne Hall Reno	Section 13	\$64,357.04	May 15, 2018
ODFA 2013A - 7 Year	Classroom Furniture	Section 13	\$16,773.07	May 15, 2020
ODFA 2013A - 30 Year	Kah-Ne Hall Renovation	Section 13	\$124,355.91	May 15, 2043
ODFA 2014C - 20 Year	Synar Farm	Sec. 13, E&G, & Private	\$80,767.10	May 15, 2034
ODFA 2015C - 5 Year	Phone System	E&G	\$49,373.31	May 15, 2020
ODFA 2016F - 30 Year	Student Housing Complex	Sec. 13 & Aux	\$ 233,342.70	May 15, 2046
ODFA 2017C - 7 Year	Fiber Optic Project	Section 13	\$ 284,460.15	May 15, 2024
Year Ending June 30, 2018			\$1,546,733.14	

PART G - OTHER BUSINESS AND FINANCIAL MATTERS (Continued)**3. Adult Education & Family Literacy Grant for FY 2018**

We have received notification from the Oklahoma Department of Career and Technology Education of our allocation for the Adult Education & Family Literacy Grant for Craig, Delaware, and Ottawa Counties. The FY2018 allocation is \$100,292.23. These funds are used for the operation of an on-campus Adult Literacy Center that provides GED test preparation and testing for the aforementioned county residents. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to grant guidelines.

4. Federal Awards for Campus-Based Student Financial Aid Programs for FY 2018

The federal government has advised us of our tentative awards for the Supplemental Education Opportunity Grant (SEOG) in the amount of \$100,490 and the Federal Work Study (FWS) elements of the Student Financial Aid (SFA) program for \$150,989 for FY2017-18. These award amounts are the minimum grant amounts and are unchanged from previous years. Although these awards are tentative and subject to revision, experience has been that revisions are rare and minimal. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to the financial aid program guidelines.

PART H - CONTRACTUAL AGREEMENTS (other than construction and renovation)**1. Food Service Contract with Sodexo Operations, LLC**

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

PART H - CONTRACTUAL AGREEMENTS (Continued)**2. Clinical facilities for Health Science Programs****a. Associate Degree Nursing**

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

b. Medical Laboratory Technician

Barton County Memorial Hospital – Lamar, MO
Diagnostic Laboratories of Okla. – Oklahoma City, Grove, Miami, Enid, Oklahoma
Freeman Health Systems – Joplin and Neosho, MO
Hillcrest Hospital – Pryor, OK
Indian Health Services – Claremore, OK
Jane Phillips Medical Ctr. – Bartlesville, OK
Labette Health – Parsons, KS
Nevada Regional Medical Center – Nevada, MO
Norman Regional Medical Center – Norman, OK
Northeastern Health Systems – Tahlequah, OK
Northwest Medical Center – Bentonville, Springdale and Johnson, AR
Ozark Community Hospital – Gravette, AR
RML Laboratories – Tulsa, OK
Sparks Regional Medical Center – Ft. Smith, AR
St. Francis Hospital – Muskogee, OK
St Francis Hospital – Vinita, OK

PART H - CONTRACTUAL AGREEMENTS (Continued)

Stillwater Medical – Stillwater, OK
Via Christi Hospital – Pittsburg, KS

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

PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

PART J - PURCHASE REQUESTS

Board authorization is requested for the following purchase

- Board authorization is requested to solicit bids and award the lowest and best bidder a purchased order for the purchase of a new 28 passenger bus with extended rear cargo area (specifications attached – Reference Document #3). The cost is expected to be approximately \$120,000. Funding will be from Auxiliary reserves.

PART K - STUDENT SERVICES/ACTIVITIES

- Proposed Tuition & Mandatory Fees Increase request

Board authorization is requested for an increase in resident and non-resident tuition and mandatory fees as depicted in the following chart, effective with the fall-2016/17 semester.

Tuition and Mandatory Fees			
	Per Credit Hour		
	Current Fee	Proposed Fee	Increase
Tuition:			
Resident tuition	85.50	90.50	5.00
Non-resident fee	188.00	193.00	5.00
Total non-resident tuition	273.50	283.50	10.00
Mandatory Fees:			
E&G:			
Assessment	2.00	2.00	0.00
Library Automation & Materials	1.40	1.40	0.00
Student Technology	8.50	10.50	2.00
Infrastructure	2.00	2.00	0.00
Subtotal E&G	13.90	15.90	2.00
Auxiliary:			
Student Activity	18.00	20.00	2.00
Student Government	2.00	2.00	0.00
Intramural	1.00	1.00	0.00
Facility	7.35	7.35	0.00
Student Union	11.50	11.50	0.00
Subtotal Auxiliary	39.85	41.85	2.00
TOTAL RESIDENT TUITION AND FEES	139.25	148.25	\$9.00
TOTAL NON-RESIDENT TUITION AND FEES	327.25	341.25	\$14.00

PART L - NEW BUSINESS UNFORSEEN AT TIME AGENDA WAS POSTED

None

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

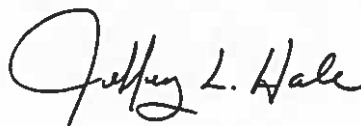
1. Out-of-State Travel Summary

Attached are the Summaries for Out-of-State Travel for April and May 2017.

2. Summer Camps 2017

Attached are the summer camp and activity schedules for the months of June and July.

Respectfully Submitted,



Dr. Jeffery L. Hale
President

Northeastern Oklahoma A&M College
 Summary of Out-of-State Travel as of **Apr-17**

Column (1): Travel This Month
 Column (2): Corresponding Month Last FY
 Column (3): Amount Expended Current FY
 Column (4): Amount Expended Prior FY

Fund Source	No. Trips (1)	Amount Expended (1)	No. Trips (2)	Amount Expended (2)	No. Trips (3)	Amt. Exp Current FY (3)	No. Trips (4)	Amt. Exp Prior FY (4)
Revolving								
State Approp.	7	1178.32	2	782.21	15	2893.34	12	4321.74
Federal	0	0.00	0	0	3	2821.57	10	3539.53
Private								
Auxiliary	0	0.00			1	300.44	10	6613.41
Other								
Total	7	1178.32	2	782.21	19	6015.35	32	14474.68

Northeastern Oklahoma A&M College									
Summary of Out-of-State Travel as of May-17									
Column (1):	Travel This Month				Column (2):	Corresponding Month Last FY			
Column (3):	Amount Expended Current FY				Column (4):	Amount Expended Prior FY			
Fund Source	No. Trips (1)	Amount Expended (1)	No. Trips (2)	Amount Expended (2)	No. Trips (3)	Amt. Exp Current FY (3)	No. Trips (4)	Amt. Exp Prior FY (4)	
Revolving									
State Approp.	2	314.55	2	1717.44	17	3207.89	14	6039.18	
Federal	0	0.00	0	0	3	2821.57	10	3539.53	
Private									
Auxiliary	3	261.63	1	1829.26	4	564.07	11	8442.67	
Other									
Total	5	576.18	3	3546.7	24	6593.53	35	18021.38	

June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Boy's State	2 Boy's State	3 Boy's State (Check Out)
4 Upward Bound	5 Upward Bound Lady Norse 8-12	6 Upward Bound Lady Norse 8-12 8/11 Man Football Camp	7 Upward Bound Lady Norse 8-12 8/11 Man Football Camp	8 Upward Bound Lady Norse 8-12 8/11 Man Football Camp	9 Upward Bound	10 Upward Bound Youth Football Camp
11 Upward Bound Oklahoma 8 Man Football	12 Upward Bound Oklahoma 8 Man Football NEO Livestock Judging	13 Upward Bound Wrestling Oklahoma 8 Man Football NEO Livestock Judging	14 Upward Bound Wrestling Oklahoma 8 Man Football	15 Upward Bound Wrestling Oklahoma 8 Man Football	16 Upward Bound Oklahoma 8 Man Football	17 Upward Bound Oklahoma 8 Man Football
18 Upward Bound Oklahoma 8 Man Football	19 Upward Bound KESAM	20 Upward Bound KESAM	21 Upward Bound KESAM	22 Upward Bound KESAM	23 Upward Bound	24 Upward Bound
25 Upward Bound	26 Upward Bound KESAM	27 Upward Bound KESAM	28 Upward Bound KESAM	29 Upward Bound KESAM	30 Upward Bound	

July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Upward Bound
2 Upward Bound	3 Upward Bound	4 Upward Bound	5 Upward Bound	6 Upward Bound	7 Upward Bound	8
9	10	11	12	13	14	15
16	17	18 NEO Summer Art Academy	19 NEO Summer Art Academy	20	21	22
23	24	25	26	27	28	29
30	31					

**CONTINUATION SHEET
To Accompany Requisition No.**

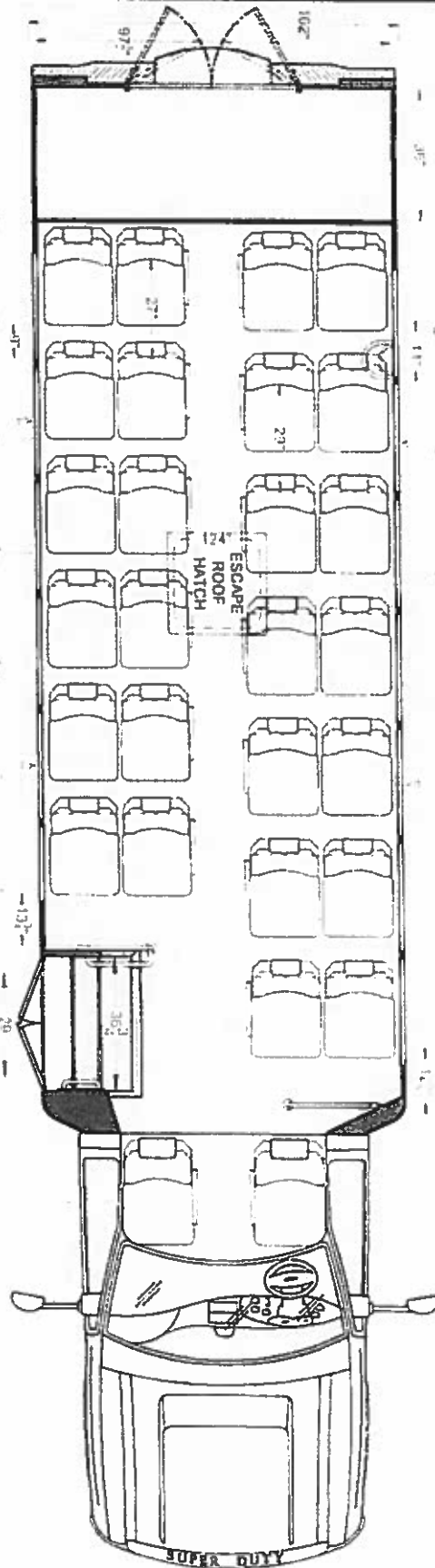
ITEM NO.	QUANTITY	UNIT	DETAILED DESCRIPTION - DOUBLE SPACE BETWEEN LINES	UNIT PRICE	AMOUNT
			<p>New 2017 or 2018 Turtle Top Odyssey XL 28 Passenger Bus with 32" Rear Cargo Area, Co-Pilot Seat, or Equal as per Specifications & Drawing</p> <p>Chassis Specs New 2017-2018 model</p> <p>255 Wheel Base, 414" overall length. 102" wide</p> <p>Minimum 6.7 L V-8 Diesel 330 HP, 750 lb.-ft. Torque</p> <p>6-Speed Auto Transmission</p> <p>4.88 Ratio Limited slip axle</p> <p>19,500 GVWR</p> <p>Dual Rear Wheel</p> <p>Telescoping, Power and Heated Mirrors</p> <p>Engine Block Heater</p> <p>Cruise Control</p> <p>50 State Emissions</p> <p>Tires 6-225/70R x 19.5G with Stainless Steel Wheel Inserts Same size Spare Tire and Wheel, Nitrogen tire inflation</p> <p>Extra capacity fuel tank, Vendor to specify capacity, min. 40 gals</p> <p>Dual Alternators 155 & 200 total 355 amp min.</p> <p>High Series Exterior Upgrade package which includes Front Chrome Bumper, Chrome Grille, Dual beam headlamps w/fixed lens</p> <p>Bumper-to-Bumper limited warranty of 4 years or 50,000 miles, Powertrain, limited warranty of 5-years or 60,000 miles Structural Warranty 5 year or 100,000</p> <p>Dual Chassis Batteries min 750cca</p> <p>Dash mounted switch for activation of OEM Fast Idle</p> <p>OEM Dual High Back Chairs</p> <p>First Aid Kit (50 Unit), 5# fire Ext, Road Flare Kit w/3 Triangles</p>	gal.	

CONTINUATION SHEET
To Accompany Requisition No.

ITEM NO.	QUANTITY	UNIT	DETAILED DESCRIPTION - DOUBLE SPACE BETWEEN LINES	UNIT PRICE	AMOUNT
			<p>Body Specs Steel cage construction with fiberglass reinforced panel sidewalls. Single piece front & rear caps with all LED lighting, exterior & interior</p> <p>Steel reinforced fiberglass rear step bumper</p> <p>Aluminum Fuel Door with Lock</p> <p>Kelderman Rear Air Ride Suspension</p> <p>Chassis Factory Air Conditioning System with 115k BTU auxillary rear A/C with Dual Evaporators, Dual 2 Fan skirt mount condensers and TM 16 compressor tied into OEM system, total A/C system BTU 140k min.</p> <p>45K Floor Mount Heater-2 speed with boost pump</p> <p>Underbody foam sealed & undercoated boards</p> <p>Contoured fiberglass lower body skirts with contoured fiberglass cab running boards</p> <p>Kubota Exterior Key switch</p> <p>54" x 26" Solid side rear egress window (tinted)</p> <p>Solid side windows 28.5 x 34.5 (tinted)</p> <p>Vista View 13.6 x 57" - (3) window front cap (tinted)</p> <p>Freedman Level 5 Interior - cloth seating sufaces; Steamers 3000 Blue & Gray, seat belts under seat Freedman double retractor, Freedman US Flip up arms</p> <p>High Back / Recling Seats, Seat Belts, Map Pockets, Arm Rests, Isle Sliders</p> <p>6" x 9" Convex 4 Way Mirror</p> <p>Altro Floor upgrade - Storm Gray</p>		

CONTINUATION SHEET
To Accompany Requisition No.

ITEM NO	QUANTITY	UNIT	DETAILED DESCRIPTION - DOUBLE SPACE BETWEEN LINES	UNIT PRICE	AMOUNT
			<p>18" Extended R.H. grab rail in addition to one that is standard on the body</p> <p>Cove entry steps</p> <p>Tim Package - Interior color, gray vinyl</p> <p>Swan Select luggage racks with reading lights & angle lights</p> <p>Back up Alarm Emergency Light/Buzzer for Rear Door</p> <p>Roof Hatch Grey 24" x 24" - 4 Way Tilt</p> <p>Backup Camara, 7" monitor min.</p> <p>Drivers Lockable Storage Compartment</p> <p>AM/FM, CD, DVD, MP3 Radio with 2 front and 2 rear speakers with video output to passenger compartment monitors</p> <p>Audio/Video package with 32" TV & 2-10.2" wedge monitors</p> <p>USB charging port mounted under seats, 1 each per passenger</p> <p>Front and rear mud flaps</p> <p>Overall white paint</p> <p>All lighting to be LED</p> <p>High mount brake light, Amber directional lights</p> <p>Flooring Huber Industrial Panel - secured with adhesive and mechanical fasteners. 5/8 Advantec sub floor</p> <p>Roof One-piece FRP/Nidacore laminate roof with steel cage reinforcement.</p> <p>Dimensions Exterior width: GVWR 19500# Exterior height: 10' 5" First step to ground: 13" Entry door opening: 29" bifold w/tinted glass Interior height: 80" Interior width: 98" Overall length: 414"</p> <p>Factory Authoized service center to be within 150 miles of NEO A&M College 74354</p>		



NOTES
 130804-D6_SD29_26 F-W SEATS_28RL

DRIVER SIDE: STANDARD VISTA
 PASSENGER SIDE: STANDARD VISTA

THIS DRAWING AND THE INFORMATION HEREON ARE THE EXCLUSIVE PROPERTY OF TURTLETOP. NO PART OF THIS DRAWING OR INFORMATION MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

DRAFTSMAN NOTES



MODEL: ODYSSEY XL
 DIMENSIONING TOLERANCE: ±.3" 285"
 YEAR: 2013
 MAKE: FORD F-550
 WEIGHT: 19,500 lbs

CONTACT TURTLE TOP AT 800.226.2100 FOR AVAILABILITY OF THIS FLOOR LAYOUT. DRAWING DATE MUST REFLECT THIS DATE.

TURTLETOP
 To furnish the customer the best mid-sized bus in the industry in both quality of material and workmanship.™

DATE: 06/04/2013
 QUOTE: 130804-D6

LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

Dr. Kent Smith, President; Dr. Sharron Burnett, Vice President for Fiscal and Administrative Affairs; and Ms. Helen Rambo, Associate Vice President, Accounting and Budgeting, appeared before the Board of Regents to present the business of Langston University and review the Agenda for members of the Board.

Dr. Smith said he would like to recognize Regent Watkins as the outgoing Chair of the Board. He said Regent Burns' description of Chair Watkins as graceful is fitting. He expressed appreciation on behalf of Langston University for all that Regent Watkins has done for them. She has always been willing to assist the University, and that has not gone unnoticed. Dr. Smith then presented Chair Watkins with a gift from Langston University.

Dr. Smith said he hears the name Cherylyn Williams in his office a lot, and the ladies in his office talk all the time about how nice and responsive she is to them. He presented Ms. Williams with a gift from Langston University.

Dr. Smith said he appreciates the hospitality from Dr. Shrum and her team, and said she has given them something to dream about with the new medical academic building.

Dr. Smith said he would like to recognize Langston's Director of Athletics, Ms. Donnita Drain Rogers, who is present at the meeting today. He said she has been with Langston for a little over two years. Of all the NAIA, there are possibly less than ten female athletic directors who oversee programs that also have football. Langston University happens to be one of those institutions and is very proud of that fact. Dr. Smith said Ms. Rogers was a women's basketball coach at Langston for 13 years before becoming Athletic Director. He said she has accomplished a lot during her two years as Director, and he is most proud that every head coach now has a detailed strategic plan, goals, mid-year evaluations, and final evaluations. She has really uplifted the Athletic Department in ways he has not seen before. Ms. Rogers thanked the Board for the opportunity to come before them today and said she appreciates the opportunity to serve as Athletic Director at Langston. Her goal is to continue with programs competing at the national level. She said she is thankful for the president, vice presidents, and the support from the staff, and thanked Chair Watkins for her support throughout the year.

Dr. Smith said Langston has submitted an application to change athletic conferences to the Sooner Athletic Conference, which is the same conference Oklahoma Panhandle State University is in. He said Dr. Faltyn has been really great in assisting Langston through that process, and on Monday they will have a visit from Athletic Directors and the Commissioner of that conference. He noted that the Athletic Department is one that was cut severely, and the challenge is how to do more with less. One way is the application to the Sooner Athletic Conference, which would reduce travel by over \$100,000 per year because most of the competing teams will be in the State of Oklahoma and closer regionally.

Approval of FY-2018 Budget Documents

Dr. Smith presented the budget documents for FY-2018 and recommended their approval. (The list of continuing personnel for Fiscal Year 2017-2018 is on file in the Board of Regents' Office as Document No. 10-6-16-17, and the budget documents for Fiscal Year 2017-2018 are collectively on file on a compact disc in the Board of Regents' Office as Document No. 11-6-16-17.) He said the budgets were presented to the Planning and Budgets Committee for consideration.

Regent Link asked Dr. Smith the reduction amount in State appropriations for Langston University for the current fiscal year. Dr. Smith said the reduction in appropriations was \$925,000. Regent Link asked what the reduction was for the previous fiscal year. Dr. Smith reported last year's reduction was \$2.9 million. Regent Link noted that is a total of \$3.8 million in reductions over the past two years.

Regent Link reported that the Planning and Budgets Committee met with the administration of Langston University to review the FY-2018 budget recommendations. The Committee acted to recommend Board approval as follows.

Regent Link moved that with regard to Items D.1., F.2., K.2., K.3., K.4., K.5., K.6., and K.7., the Board conditionally approve all elements of the budget as presented by the Langston University administration, including any recommendations on salaries and wages, changes in room and board rates, and proposed tuition and/or fees, subject to the correction of any errors in the preparation of the budget documents and any pending or future budget decisions and personnel actions. Regent Callahan seconded the motion.

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

Contractual Agreements

Dr. Smith noted that Follett is the same company that has operated Langston's bookstore for a number of years. He believes there is an obligation to try to reduce expenses for students, and feedback he has heard from students is concern with the rising cost of textbooks. It was found that the average cost for textbooks per student per semester is \$880, ranging upwards to over \$1,200 per semester. The typical discussions in higher education are about tuition and fees and room and board; book costs are not often discussed. This agreement with Follett will allow Langston to offer a textbook rental program in which every student can be guaranteed access to all of their textbooks for a total of \$385 per semester. This recommendation comes with the full support of the Langston Faculty Senate and the Student Government Association. One of the primary issues Langston has had for years is that some students have not been able to afford textbooks and have not been purchasing them. This agreement will guarantee textbooks in students' hands from the first day of

class. This agreement also offers an online module with an option to purchase Langston gear, which will generate an additional estimated \$100,000 for the University.

Student Handbook

Dr. Smith requested approval to adopt a revised Student Handbook, pending final approval by the Office of Legal Counsel. (The Student Handbook for Langston University is on file in the Board of Regents' Office as Document No. 12-6-16-17.)

Regent Burns reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Langston University regarding approval of the Langston Student Handbook. The Committee acted to recommend Board approval of the administrative recommendation.

Regent Burns moved and Regent Reese seconded to approve the Langston University Student Handbook, pending final review by the Office of Legal Counsel.

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

Balance of Agenda

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

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

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

BOARD OF REGENTS FOR THE OKLAHOMA A&M COLLEGES

Dear Board Members:

Please approve the following business items for Langston University.

Expenditures from Treasury Funds, contingent upon their availability, will be submitted for purchasing through Mr. Scott Schlotthauer, Chief Procurement Officer.

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

1. For your information, Attachment A reflects the Livestock in Inventory at the E. (Kika) de la Garza American Institute for Goat Research, for the months of November and December 2016, and January, February, and March of 2017.

B. RESOLUTIONS: NONE

C. POLICY AND OPERATIONAL PROCEDURES: NONE

D. PERSONNEL ACTION:

1. Approval is respectfully requested to continue the employment of Langston University's personnel for fiscal year 2017-2018. Attachment B reflects all continuing personnel and is included for your review.

2. FOR INFORMATIONAL PURPOSES

Langston University accepted the following notice of retirement:

Dr. Joel Snow, Associate Professor, Mathematics, School of Arts and Sciences, effective September 30, 2017.

Ms. JoAnna Howard, Assistant Professor, Social Sciences, School of Arts and Sciences, effective July 31, 2017.

Dr. Milagros Jorge, Online Program Director, School of Physical Therapy, effective June 30, 2017.

3. FOR INFORMATIONAL PURPOSES

Langston University accepted the following notices of resignation:

Ms. Stephanie Adams, Senior Counselor/Retention, University College, effective May 26, 2017.

Ms. Carolyn Bee, Instructor, School of Nursing and Health Professions, effective May 18, 2017.

Dr. Sharron T. Burnett, Vice President for Fiscal and Administrative Affairs, effective July 6, 2017.

4. **FOR INFORMATIONAL PURPOSES**

Langston University completed the following one-year visiting professor appointments:

Dr. Dorscine Littles, School of Education and Behavioral Sciences, Langston University – Oklahoma City Campus, effective May 17, 2017.

Mr. Steven Ward, Assistant Professor, School of Business, effective May 20, 2017.

5. Approval is respectfully requested to employ and commission Alexander J. Rogers as Campus Police Officer at an annual salary of \$27,500.00, effective May 22, 2017.
6. Approval is respectfully requested to change the status of Ms. Helen Rambo from Associate Vice President Accounting and Budgeting, at an annual salary of \$92,000.00 to Acting Vice President for Fiscal and Administrative Affairs, at an annual salary of \$135,000.00, effective July 7, 2017.
7. Approval is respectfully requested to change the status of Ms. Nykkia Harris from Acting Comptroller, on a 12-month basis, at an annual salary of \$72,000.00 to Acting Assistant Vice President for Fiscal and Administrative Affairs, on a 12-month basis, at an annual salary of \$88,000.00, effective July 7, 2017.
8. Approval is respectfully requested to change the status of Rondale Caraway from Campus Police Officer, at an annual salary of \$27,500.00 to Dispatcher at an annual salary of \$24,000.00, effective May 1, 2017.
9. Approval is respectfully requested to change the status of Dr. Melissa Brevetti from Acting Director of Assessment and Clinical Partnerships, School of Education and Behavioral Sciences, at an annual salary of \$55,000.00 to Assistant Professor of Education, tenure-track, on a twelve-month basis with no change in salary, effective July 1, 2017.
10. Approval is requested for Langston University to take promotion and tenure action with three faculty members listed below. The faculty members have been fully vetted through the Promotion and Tenure Committee with approval from their respective departments.
 - Ms. Nicole Been from Instructor at a salary of \$46,000.00 to Assistant Professor without tenure at a salary of \$46,750.00.
 - Dr. Edward Manyibe, Associate Professor with tenure and no change in salary.
 - Dr. Aliyah Chaudry from Associate Professor at a salary of \$120,000.00 to Professor at a salary of \$121,500.00.

11. Approval is respectfully requested to name Dr. Milagros Jorge as Professor Emeritus. Dr. Jorge is the founding Dean for the Doctor of Physical Therapy program, and is retiring from Langston University after sixteen years of service. Dr. Jorge has made significant contributions to Langston University and to the field of Physical Therapy as a whole. The status of Professor Emeritus will allow Dr. Jorge to retain her Langston University email address and use of the libraries electronic databases for further research and activity within her field.

E. INSTRUCTIONAL PROGRAMS: NONE

F. BUDGETARY ACTION:

1. Approval is respectfully requested for the Langston University School of Agriculture and Applied Sciences to accept a grant from the National Institute of Food and Agriculture/USDA entitled "Combating Anthelmintic Resistant Parasitic Nematodes in the Small Ruminant Industry" in the amount of \$497,447.00 for the period of May 1, 2017 through April 30, 2020.
2. Approval is respectfully requested of Langston University's proposed budget for the 2017-2018 fiscal year. A supplemental budget document separate from this agenda has been provided for your review.
3. Approval is respectfully requested for Langston University to accept funding for the Federal Supplemental Education Opportunity Grant (SEOG) in the amount of \$143,960.00 and Federal Work Study (FWS) in the amount of \$318,542.00 from the United States Department of Education for the period of July 1, 2017 through June 30, 2018.

G. OTHER BUSINESS AND FINANCIAL MATTERS:

1. Approval is respectfully requested for Langston University to de-commission Erik Gil, effective March 31, 2017.
2. Approval is respectfully requested for Langston University to de-commission Rondale Caraway, effective April 30, 2017.
3. Approval is respectfully requested to de-commission Ronald Hammack, effective May 19, 2017.

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

1. Approval is respectfully requested for Langston University to enter into a Bookstore Operating Agreement with Follett Higher Education Group, Inc. for the operation of the Langston camps bookstore, pending final approval by the Office of Legal Counsel. Follett has been the longtime provider of bookstore services at Langston University and this agreement will continue and enhance our partnership. The agreement also incorporates Follett's includEd program which will give students the option to rent books each semester for a flat rate, with the option to purchase the books and materials at an additional cost. The agreement is included for your review in Attachment C.
2. Approval is respectfully requested for Langston University to enter into an agreement with Crawford & Associates, P.C. The engagement letter is included in Attachment D for your review. Crawford & Associates will only bill for time and materials incurred. The fees are not to exceed \$85,000.00. Funding for this expenditure is available in account 116101.
3. Approval is respectfully requested for Langston University to renew our sponsorship of Sankofa Middle School of Creative and Performing Arts for five years pending final approval by the Office of Legal Counsel. The renewal application memorandum and charter school contract for Sankofa Middle School of Creative and Performing Arts is included in Attachment E for your review.

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

1. Approval is respectfully requested for Langston University to subcontract for the removal of asbestos from the old President's Residence located on Old Highway 33 in Langston, Oklahoma. The estimated cost of the removal is \$65,000.00. After removal of the asbestos is complete, approval is requested for the demolition of the residence and removal of debris from the area. The estimated cost of demolition is \$50,000.00. Funding for this expenditure is available in Section 13/New College funds.
2. Approval is respectfully requested for Langston University to replace the second boiler in the boiler house on the Langston campus. The replacement will allow for a redundancy during the winter months to maintain service. The estimated cost of the project is \$150,000.00 and funding is available from multiple accounts.
3. Approval is respectfully requested for Langston University to replace the carpet in Centennial Court Apartments. The University has consulted with Oklahoma State University Central Purchasing on the project, and the total cost is estimated at approximately \$130,000.00 to complete six (6) buildings within the complex. The Oklahoma State University Carpeting Installation contract will be utilized for the installation of carpeting in Centennial Court Apartments. The cost for installation is estimated at \$20,000.00. **The materials will be procured through State Contract SW820 as outlined in Item J-2.**

J. PURCHASE REQUESTS:

1. Approval is respectfully requested for Langston University's yearly purchase orders. Attachment F reflects a detailed presentation of the contracts anticipated for the 2017-2018 fiscal year. The attachment documents a description of the services by period covered, the month of procurement, suggested vendor and the estimated cost of the contract, subject to the availability of funds in the 2017-2018 fiscal year.
2. Approval is respectfully requested for ratification of a ~~(pending)~~ request for interim approval to process a purchase order in the amount of \$110,000.00 to Lowes through State Contract SW820 for materials and supplies needed to replace the carpeting in six (6) buildings within the Centennial Court Apartment complex. The interim approval request was sought in order to expedite the arrival of materials and supplies in order to begin the installation process with enough time to finish prior to the opening of fall 2017 semester. The interim approval request is included in Attachment G for your review. Funding for this expenditure is available in account 326010.

K. STUDENT SERVICES/ACTIVITIES:

1. Langston University respectfully requests approval to adopt a revised Student Handbook pending final approval by the Office of Legal Counsel. The Student Handbook serves as a guide to the student body and contains general information regarding campus departments, policies, and activities. The revised Student Handbook was developed in collaboration with a variety of University constituents including input from students, faculty, and staff. The revised Student Code of Conduct is included for your review in Attachment H.
2. Approval is respectfully requested for Langston University to increase tuition by 6.4% for all resident undergraduate, graduate, and physical therapy students, effective fall 2017. Approval is respectfully requested to increase tuition for non-resident undergraduate, graduate, and physical therapy students by approximately 2.24% effective fall 2017. The dollar increase for non-resident students is calculated at approximately the same amount as the dollar increase for resident students. This request is included in Attachment I as well as in the supplemental budget document for your review.
3. Approval is respectfully requested for Langston University to increase mandatory fees by approximately 8% effective fall 2017. This request is included in Attachment I as well as in the supplemental budget document for your review.
4. Approval is respectfully requested to increase the campus housing rental rates by approximately 3% for Centennial Court, Scholars' Inn, and other family residences to meet debt service covenants, effective fall 2017. Approval is requested to increase the traditional residence hall rate by 12%. This request is included in Attachment I and in the supplemental budget document for your review.

5. Approval is respectfully requested for Langston University to increase the campus meal plan rates by 3% effective fall 2017. This request is included in Attachment I as well as in the supplemental budget document for your review.
6. Approval is respectfully requested to asses a new mandatory fee called the Wellness Facility Fee to all undergraduate, graduate, and physical therapy students on the Langston campus. The fee will be \$95 per semester. The Langston University Student Government Association voted to assess this fee in their spring 2017 election. The revenue from the fee will be reserved for the construction and operation of a new Wellness facility on the Langston Campus.
7. Approval is respectfully requested to re-classify an existing fee known as the Remedial Course Fee to be known henceforth as the Co-Requisite Fee with no change in the fee amount. This request coincides with an effort being made by the University to shift from remedial course offerings to co-requisite courses, blending remedial and college-level work into one course which will yield college-level credit for students. These efforts align with state and national trends, and will serve as an enhancement to the University's retention efforts. The fee is only assessed to students who enroll in co-requisite courses.

L. NEW BUSINESS UNFORSEEN AT TIME AGENDA WAS POSTED: NONE

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

1. Summary of Out-of-State Travel as of March 31, 2017:

Column (1): Travel This Month

Column (3): Amount Expended Current FY

Column (2): Corresponding Month Last FY

Column (4): Amount Expended Prior FY

FUND SOURCE	NO. of TRIPS (1)	AMOUNT EXPENDED (1)	NO. of TRIPS (2)	AMOUNT EXPENDED (2)	NO. of TRIPS (3)	AMT. EXP. CURRENT FY (3)	NO. of TRIPS (4)	AMT. EXP. PRIOR FY (4)
St. Approp.	10	\$6,453.16	1	\$2,889.90	36	\$86,154.57	36	\$79,658.60
Federal	9	\$48,391.75	9	\$25,776.65	141	\$307,231.50	133	\$175,417.21
Private								
Auxiliary	10	\$44,448.93	11	\$49,058.65	108	\$365,342.33	82	\$271,201.67
Other								
TOTAL	29	\$99,293.84	21	\$77,725.20	285	\$758,728.40	251	\$526,277.48

June 16, 2017

Langston University

Page 7

2. Summary of Out-of-State Travel as of April 30, 2017:

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

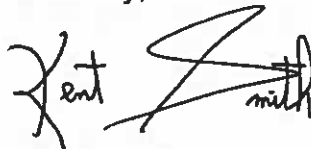
Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

FUND SOURCE	NO. of TRIPS (1)	AMOUNT EXPENDED (1)	NO. of TRIPS (2)	AMOUNT EXPENDED (2)	NO. of TRIPS (3)	AMT. EXP. CURRENT FY (3)	NO. of TRIPS (4)	AMT. EXP. PRIOR FY (4)
St. Approp.	7	\$13,617.71	15	\$9,184.18	43	\$99,772.28	43	\$83,34.83
Federal	16	\$22,958.10	21	\$102,024.73	157	\$330,189.60	152	\$200,542.20
Private								
Auxiliary	7	\$34,145.25	25	\$21,532.56	115	\$399,487.58	98	\$303,447.44
Other								
TOTAL	30	\$70,721.06	61	\$132,741.47	315	\$829,449.46	293	\$587,339.47

All items listed above are respectfully submitted for your approval.

Sincerely,



KENT J. SMITH, JR.
PRESIDENT
LANGSTON UNIVERSITY

Livestock Inventory 2017



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthenized
 ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

February balance= **1148**

Additions / Reductions = **-20**

March balance = **1128**

Livestock Breed & Category	Female						Male						Change ▼	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	76		122		60	B 25	2		10		68	B 21	6			
		S -9 D -1 EU -1 TR 38		S -2 EU -1 TR -38		EU -2						S -17 D -1 EU -1				
	103	27	81	-41	83	23	3	1	9	-1	70	2	6	0	11	355
Angora <i>Commercial</i>	24		2		0		2		0		0		0			
		D -7 EU -1														
	16	-8	2	0	0	0	2	0	0	0	0	0	0	0	-8	20
<i>Registered</i>	8		3		0		0		0		0		0			
		D -2														
	6	-2	3	0	0	0	0	0	0	0	0	0	0	0	-2	9
Boer	92		48	D -2	23		3		2		0		19			
	92	0	46	-2	23	0	3	0	2	0	0	0	19	0	-2	185
Boer x Spanish <i>7/8</i>	6		0		0		0		0		0		0			
	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
<i>3/4</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>1/2</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

(continues)

ATTACHMENT A
Page 1 of 10

Livestock Breed & Category	Female						Male				Change	TOTAL
	Doe	Doeling		Kid	Bucks	Bucklings	Kid	Wethers				
Spanish	126	74	D -5 EU -1	63	8	0	13	79	S -10			
	126	68	-6	63	8	0	13	69	-10	-16	347	
Stiff leg	10	3		0	3	0	0	1				
	10	3	0	0	3	0	0	1	0	0	17	
Stiff leg X Spanish 1/2	19	D -1	0	0	0	0	0	0				
	18	-1	0	0	0	0	0	0	0	-1	18	
Stiff leg X Spanish 3/4	0	17	D -1	2	2	0	0	0				
	0	16	-1	1	2	0	0	0	0	-2	19	
	377	219		170	21	11	83	95		-20	1976	
Dorper Sheep	31	14		0	0	0	0	0				
	31	14	0	0	0	0	0	0	0	0	45	
St Croix Sheep	28	11		0	0	0	0	0				
	28	11	0	0	0	0	0	0	0	0	39	
Katahdin	35	15		0	0	0	0	0				
	35	15	0	0	0	0	0	0	0	0	50	
Total sheep:										0	134	
Dogs	Female		Male									
	7		11									
Total dogs:	7	0	11	0								

Erik R. Loeb
Research Farm Manager

Jelak Sahli
Director

Martin Burns
Dean

Livestock Inventory 2017



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthenized
 ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

January balance= **1056**

Additions / Reductions = **92**

February balance = **1148**

Livestock Breed & Category	Female						Male						Change	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	78		122		0	B 61	2		10		0	B 82	6			
		EU -2				EU -1						D -13				
	76	-2	122	0	60	60	2	0	10	0	68	68	6	0	126	344
Angora	28	D -4	2		0		2		0		0		0			
<i>Commercial</i>	24	-4	2	0	0	0	2	0	0	0	0	0	0	0	-4	28
<i>Registered</i>	9	D -1	3		0		0		0		0		0			
	8	-1	3	0	0	0	0	0	0	0	0	0	0	0	-1	11
Boer	92		49	D -1	23		4	D -1	1	D -3	4		36			
									TR 4		TR -4			DN -17		
	92	0	48	-1	23	0	3	-1	2	1	0	-4	19	-17	-22	187
Boer x Spanish	6		0		0		0		0		0		0			
<i>7/8</i>	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
<i>3/4</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>1/2</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Livestock Breed & Category	Female						Male				Change	TOTAL				
	Doe		Doeling		Kid		Bucks		Bucklings				Kid		Wethers	
Spanish	127	D -1	78	D -4	63		9	D -1	0		13		79			
	126	-1	74	-4	63	0	8	-1	0	0	13	0	79	0	-6	363
Stiff leg	9	TR 1	4	TR -1	0		4	D -1	0		0		1			
	10	1	3	-1	0	0	3	-1	0	0	0	0	1	0	-1	17
Stiff leg x Spanish 1/2	19		0		0		0		0		0		0			
	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19
Stiff leg x Spanish 3/4	0		18	D -1	0	B 2	2		0		0		0			
	0	0	17	-1	2	2	2	0	0	0	0	0	0	0	1	21
	361		269		148		20		12		81		105		93	996
Dorper Sheep	31		14		0		0		0		0		0			
	31	0	14	0	0	0	0	0	0	0	0	0	0	0	0	45
St Croix Sheep	28		11		0		0		0		0		0			
	28	0	11	0	0	0	0	0	0	0	0	0	0	0	0	39
katahdin	35		15		0		0		0		0		0			
	35	0	15	0	0	0	0	0	0	0	0	0	0	0	0	50
Total sheep:															0	134

Dogs	Female		Male		Change	TOTAL
		7		12		
Total dogs:	7	0	11	-1	-1	18

Erick R. Lopez
Research Farm Manager

Zuhair Saleh
Director

Martin Puro
Dean

Livestock Inventory 2017



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthenized
 ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

December 2016 balance = **1065**

Additions / Reductions = **-9**

January balance = **1056**

Livestock Breed & Category	Female						Male						Change	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	79	D -1	122		0		2		10		0		6			
	78	-1	122	0	0	0	2	0	10	0	0	0	6	0	-1	218
Angora																
Commercial	28		2		0		2		0		0		0			
	28	0	2	0	0	0	2	0	0	0	0	0	0	0	0	32
Registered	9		3		0		0		0		0		0			
	9	0	3	0	0	0	0	0	0	0	0	0	0	0	0	12
Boer	92		50	D -1	23		5		4	D -2	4		35			
							EU -1		TR -1				TR 1			
	92	0	49	-1	23	0	4	-1	1	-3	4	0	36	1	-4	209
Boer x Spanish																
7/8	6		0		0		0		0		0		0			
	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
3/4	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1/2	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Livestock Breed & Category	Female						Male				Change	TOTAL			
	Doe	Doeling	Kid	Bucks	Bucklings	Kid	Wethers								
Spanish	127	80 D -2	63	9	0	13	79								
	127	0	78 -2	63	0	9	0	0	0	13	0	79	0	-2	369
Stiff leg	9	4	0	2 TR 2	2 TR -2	0	1								
	9	0	4	0	0	4	2	0	-2	0	0	1	0	0	18
Stiff leg x Spanish 1/2	19	0	0	0	0	0	0								
	19	0	0	0	0	0	0	0	0	0	0	0	0	0	19
Stiff leg x Spanish 3/4	0	20 D -2	0	0	2 TR -2	0	0								
	0	0	18 -2	0	0	2	2	0	-2	0	0	0	0	-2	20
	368	276	86	23	11	17	122							-9	903
Dorper Sheep	31	14	0	0	0	0	0								
	31	0	14	0	0	0	0	0	0	0	0	0	0	0	45
St Croix Sheep	28	11	0	0	0	0	0								
	28	0	11	0	0	0	0	0	0	0	0	0	0	0	39
Katahdin	35	15	0	0	0	0	0								
	35	0	15	0	0	0	0	0	0	0	0	0	0	0	50
Total sheep:														0	134
Dogs	Female			Male											
	7			12											
Total dogs:	7	0		12	0									0	19

Eric R. Loh
Research Farm Manager

Zulah Sahh
Director

Marni Bunn
Dean

Livestock Inventory 2016



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthenized ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

November balance= **1221**

Additions / Reductions = **-156**

December balance = **1065**

Livestock Breed & Category	Female						Male						Change	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	86	S -7	125	S -3	0		2		10		0		9	S -3		
	79	-7	122	-3	0	0	2	0	10	0	0	0	6	-3	-13	219
Angora																
<i>Commercial</i>	34	S -5 D -1	5	S -3	0		2		0		1	D -1	0			
	28	-6	2	-3	0	0	2	0	0	0	0	-1	0	0	-10	32
<i>Registered</i>	14	S -4 D -1	6	S -2 D -1	0		0		0		0		0			
	9	-5	3	-3	0	0	0	0	0	0	0	0	0	0	-8	12
Boer	97	S -5	54	S -4	28	S -5	5		6	D -2	12	S -6 D -2	70	S -34 D -1		
	92	-5	50	-4	23	-5	5	0	4	-2	4	-8	35	-35	-59	213
Boer x Spanish																
7/8	7	S -1	0		0		0		0		0		0			
	6	-1	0	0	0	0	0	0	0	0	0	0	0	0	-1	6
3/4	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1/2	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Livestock Breed & Category	Female						Male						Change	TOTAL		
	Doe		Doeling		Kid		Bucks		Bucklings		Kid				Wethers	
Spanish	127		89	S -2 D -7	64	D -1	9		1	D -1	15	D -2	117	S -34 D -4		
	127	0	80	-9	63	-1	9	0	0	-1	13	-2	79	-38	-51	371
Stiff leg	7	TR 2	7	D -1 TR -2	0		2		2		0		1			
	9	2	4	-3	0	0	2	0	2	0	0	0	1	0	-1	18
Stiff leg X Spanish 1/2	19		0		0		0		0		0		0			
	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19
Stiff leg X Spanish 3/4	0		18		3	D -1 TR -2	0		2		0		12	S -11 D -1		
	0	0	20	2	0	-3	0	0	2	0	0	0	0	-12	-13	22
Total Goats:	369		281		86		20		18		17		121		-156	912
Dorper Sheep	31		14		0		0		0		0		0			
	31	0	14	0	0	0	0	0	0	0	0	0	0	0	0	45
St Croix Sheep	28		11		0		0		0		0		0			
	28	0	11	0	0	0	0	0	0	0	0	0	0	0	0	39
Katahdin	35		15		0		0		0		0		0			
	35	0	15	0	0	0	0	0	0	0	0	0	0	0	0	50
Total sheep:															0	134
Dogs	Female						Male									
	7						12									
Total dogs:	7	0					12	0							0	19

Erick A. Letz
Research Farm Manager

Falah Sahl
Director

Marni Buron
Dean

Livestock Inventory 2016



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthenized
 ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

October balance= **1259**

Additions / Reductions = **-38**

November balance= **1221**

Livestock Breed & Category	Female						Male						Change	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	86		124	TR 2 EU -1	2	TR -2	2		10		0		9			
	86	0	125	1	0	-2	2	0	10	0	0	0	9	0	-1	232
Angora																
<i>Commercial</i>	34		0	TR 5	5	TR -5	2		0		1		0			
	34	0	5	5	0	-5	2	0	0	0	1	0	0	0	0	42
<i>Registered</i>	14		0	TR 6	6	TR -6	1	D -1	0		0		0			
	14	0	6	6	0	-6	0	-1	0	0	0	0	0	0	-1	20
Boer	97		53	D -2 TR 3	31	TR -3	5		6		12		71	D -1		
	97	0	54	1	28	-3	5	0	6	0	12	0	70	-1	-3	272
Boer x Spanish																
<i>7/8</i>	7		0		0		0		0		0		0			
	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
<i>3/4</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>1/2</i>	0		0		0		0		0		0		0			
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Livestock Breed & Category	Female						Male				Change	TOTAL										
	Doe		Doeling		Kid		Bucks		Bucklings				Kid		Wethers							
Spanish	119		88		77	D -1	9		2	D -1	15		125	D -7	-13	422						
		S -3 TR 11		TR 1		TR -12								S -1								
	127	8	89	1	64	-13	9	0	1	-1	15	0	117	-8								
Stiff leg	9	S -1	8		2		0		5		1		0		-6	19						
		D -1		TR 2 D -3		TR -2		TR 2		TR -3		D -1		TR 1								
	7	-2	7	-1	0	-2	2	2	2	-3	0	-1	1	1								
Stiff leg x Spanish 1/2	20	S -1	0		0		0		0		0		0		-1	19						
	19	-1	0	0	0	0	0	0	0	0	0	0	0	0								
Stiff leg x Spanish 3/4	0		8	TR 11 D -1	14	TR -11	0		0	TR 2	2	TR -2	12		-1	35						
	0	0	18	10	3	-11	0	0	2	2	0	-2	12	0								
Total Goats:	391		304		95		20		21		28		209									
Dorper Sheep	31		14		0		0		0		0		0		0	45						
	31	0	14	0	0	0	0	0	0	0	0	0	0	0								
St Croix Sheep	24	TR 4	15	TR -4	0		0		0		0		0		0	39						
	28	4	11	-4	0	0	0	0	0	0	0	0	0	0								
Katahdin	35		15		0		0		0		0		11	S -11	-11	50						
	35	0	15	0	0	0	0	0	0	0	0	0	0	-11								
Total sheep:																						
Dogs	<table border="1"> <thead> <tr><th colspan="2">Female</th></tr> </thead> <tbody> <tr><td>8</td><td>EU -1</td></tr> <tr><td>7</td><td>-1</td></tr> </tbody> </table>				Female		8	EU -1	7	-1	<table border="1"> <thead> <tr><th colspan="2">Male</th></tr> </thead> <tbody> <tr><td>12</td><td></td></tr> <tr><td>12</td><td>0</td></tr> </tbody> </table>				Male		12		12	0	-1	19
Female																						
8	EU -1																					
7	-1																					
Male																						
12																						
12	0																					
Total dogs:																						

Erick R. Leach
Research Farm Manager

Talab Sahl
Director

Marvin Burn
Dean

**BOOKSTORE OPERATING AGREEMENT BETWEEN
LANGSTON UNIVERSITY
AND FOLLETT HIGHER EDUCATION GROUP, INC.**

This Bookstore Operating Agreement ("Agreement") is made as of May 1, 2017 between Langston University ("School") and Follett Higher Education Group, Inc. ("Follett").

Intending to be legally bound, School and Follett agree:

1. **Store.** Subject to all the terms and conditions in this Agreement, Follett shall operate a bookstore ("Store") for School.
2. **Term.** This Agreement takes effect June 1, 2017 and continues, unless sooner terminated in accordance with Section 3, until May 31, 1018. For the purpose of financial calculations and reporting, the "contract year" is defined as _____ to _____ (i.e. April to March). Thereafter, unless either party notifies the other in writing at least 120 days before expiration of the initial term, or then-current renewal term, of its intention not to renew, this Agreement shall automatically renew for successive one-year renewal terms under the terms and conditions set forth in this Agreement.
3. **Early Termination.**
 - 3.1 Either party may terminate this Agreement with or without cause by giving the other party at least 120 days prior written notice of termination.
 - 3.2 Either party may terminate this Agreement upon 90 days prior written notice for material nonperformance by the other party, documented, in case of nonperformance by Follett, in accordance with Section 7.4.
 - 3.3 School may terminate this Agreement immediately if Follett initiates any bankruptcy proceeding, or if any such proceeding initiated against Follett remains undismissed for 60 days.
4. **Rights Upon Termination, Expiration or Non-Renewal.**
 - 4.1 Termination, expiration or non-renewal of this Agreement shall not affect any right of either party accrued prior to such termination, expiration or non-renewal.
 - 4.2 On any termination, expiration or non-renewal of this Agreement, School shall pay Follett the unamortized book value of all Store Remodeling (as defined in Section 5) paid by Follett as follows:
 - The Store Remodeling book value shall be calculated on the straight-line method, from the in-service date[s], over the greater of 8 years or until expiration of this Agreement.
 - The Payment(s) book value shall be calculated on the straight-line method, from the date the payment is made by Follett, over the greater of 8 years or until expiration of this Agreement.
 - 4.3 On any termination, expiration or non-renewal of this Agreement, or upon the relocation or closing of a Store location, School shall purchase, or cause to be purchased, the Store inventory then on hand under the same terms as purchased by Follett under Section 9.1.
5. **General Rights and Responsibilities of Follett.**
 - 5.1 Follett shall operate the Store in accordance with the highest standards and commercial practices in the college bookstore industry.

- 5.2 Follett shall operate the Store 12 months per year. The name of the Store shall not change. The Store's normal hours of operation and holiday closing schedule, shall be as approved in writing by School after consultation with Follett; hours of operation during registration periods, the first two weeks of classes, and all special campus events, shall be extended to coincide with demand.
- 5.3 Follett shall have the exclusive right, free from any alternate source endorsed, licensed or otherwise approved or supported by School (whether on campus, by catalog or through electronic commerce, including hyperlinks to alternate sources) to buy, sell, rent and distribute (including the right to select vendors) merchandise and services traditionally offered in college and university bookstores, including but not limited to, all required course materials (print and digital), class and alumni rings and jewelry, clothing (whether or not emblematic), school supplies, desk and dorm accessories, gifts, souvenirs, graduation regalia (sale and rental) and announcements, course-adopted software and paper and electronic custom anthologies, and textbook buybacks. Follett shall also have right of first refusal to fulfill any distance learning instructional and ancillary materials required by School during the term of this Agreement. This Section 6.3 does not prohibit occasional sales by student groups or student government organizations that do not materially impact Store sales.
- 5.4 School grants Follett the right, subject to School's published standards, to use the School's seal, logotype, and associated trademarks and service marks on the Store's Internet site, signage and collateral materials, and stationery, soft goods, notebooks, pens, pencils, decals and other goods traditionally sold in college and university bookstores. School will not grant such right to any other online or brick-and-mortar retailer during the term of this Agreement. If School changes its name, seal, or logotype with less than one year written notice to Follett prior to notice to the public, Follett may deduct from any commissions otherwise payable to School Follett's actual documented cost of all unsold emblematic merchandise on hand at the time of such change.
- 5.5 In order to secure property in the Store, Follett shall cooperate with School in providing Store security, theft prevention, and emergency procedures in case of fire or casualty. In cooperation with School Security, Follett shall create and maintain a Store security plan acceptable to School for textbook buyback, rush and other special events.

- 5.6 Follett shall not cause School's students, faculty, or staff suspected of theft or disturbance to be arrested by public authorities (except in emergencies) or prosecuted without prior consultation with School.
- 5.7 In its operation of the Store, Follett shall pay its bona fide financial obligations to School and to third parties in a timely manner.
- 5.8 Follett shall collect and pay any sales tax or similar tax on its retail sales, and applicable income taxes on its revenues. Follett shall not be responsible for property taxes on the Store facility or any other taxes not currently assessed.
- 5.9 Follett shall obtain and maintain at its sole expense, and in its name, all necessary licenses and permits required to perform the services described herein.
- 5.10 Follett shall abide, and require its employees to abide, by applicable School regulations and policies. School shall provide Follett with copies of applicable policies, and timely inform Follett of any changes.
- 5.11 Follett shall abide by all federal, state and local laws applicable to its operation.
- 6.12 In performing this Agreement, Follett shall not discriminate based on sex, race, national origin, religion, color, sexual orientation, veteran status, disabled veteran status, age or disability protected under the ADA.
- 5.13 Follett shall be responsible for any loss or damage to property owned by School that is in Follett's possession or control or is caused by Follett or its employees or agents in the course and scope of their employment.
- 5.14 Follett will make its corporate representatives reasonably available to School to discuss and resolve any operational issues.
- 5.15 Follett shall be responsible for daily cleaning of the Store interior, including provision of basic janitorial equipment and supplies, sweeping, dusting, and removal of light trash to School-provided receptacles.
- 5.16 Follett will offer School faculty and staff a 10% discount on all purchases over \$1.00, excluding textbooks, sale merchandise, computer hardware, and academically discounted software. Follett will offer all School departments a 20% discount on purchases of supplies over \$1.00, excluding textbooks, sale merchandise, computer hardware, and academically discounted software.

6. General Rights and Responsibilities of School.

- 6.1 School will provide and maintain an appropriate, safe and habitable location, in accordance with all applicable laws and regulations. School will make available to Follett all existing furniture, fixtures, equipment, shelving, lighting, flooring, plumbing, power and HVAC. School shall also keep the building in which the Store is located in compliance with all fire, building and electrical codes and regulations, including regulations governing fire alarms, smoke detectors, fire extinguishers, fire suppression and sprinkler systems, water pressure, plumbing and electrical service. School shall be responsible for any loss resulting from failure of the building to meet applicable building codes and regulations. If the School relocates all or any part of the Store operations, School will provide Follett with at least 90 days advance notice of the relocation and will reimburse Follett, within 30 days after Follett's invoice, for Follett's cost of the relocation.
- 6.2 School will name a representative authorized to advise Follett of School's approvals, consents and instructions under this Agreement.
- 6.3 School may prohibit sale at the Store of any item it finds offensive or inappropriate.

- 6.4 If at any time School is dissatisfied with Follett's performance under this Agreement, School shall document the unsatisfactory performance and submit the documentation to Follett for immediate review and corrective action. School may require a review meeting to prepare the corrective action.
- 6.5 School shall provide the following services and support to the Store at no cost to Follett:
- a) Internal and external building maintenance, including, but not limited to: plumbing, electric, light bulbs, HVAC and other mechanical systems, fire protection, roof membrane and structure, floors, walls, ceilings, windows and doors in accordance with School's building standards;
 - b) Building standard utilities;
 - c) Pest control services on the regular School schedule;
 - d) Local telephone/data service including all equipment and lines (telephone toll charges to be charged to Follett at the same rate charged to School's departments);
 - e) Reasonable access to School's telecommunications and network systems as required to install, at Follett's sole expense, T1 lines and associated connectivity for Follett's point-of-sale systems;
 - f) Security of persons and property in the same manner provided for other School premises;
 - g) Lost and found service as regularly provided by School;
 - h) Parking for Follett's employees in common with other authorized parkers in a location approved and provided by School (Follett's employees must abide by all applicable parking regulations); and
 - i) Participation in any debit or credit card, voucher program, or other payment or financial aid service now or hereafter made available by School to its students or to local merchants.
- 6.6 Within 180 days of the execution of this Agreement, School will implement the ConnectOnce integration between School and Follett systems to facilitate the course import and enrollment integration, and the includedED and Follett Discover programs. The School will provide a prominent hyperlink from the School's Learning Management System (LMS) to the Follett Discover tool.
- 6.7 Follett will integrate the School's financial aid transactions with the Store's operating systems for both in-store and/or online transactions. As part of that integration, within the first academic term of the execution of this integration, School will provide Follett the following information: student name, unique identification number for each student (student ID commonly used), a credit limit provided by the School for each student, date range for approved charges, any product restrictions required and student email address.
- 6.8 Follett will extend credit to School for financial aid and departmental charge accounts in accordance with the terms set forth in Follett's standard credit application. School will furnish to Follett all required information and will pay all accounts within 30 days of invoice, or will pay applicable late charges as provided in the credit application. School will send all A/R payments directly to the bank via ACH, Wire Transfer or Lock Box. Follett may deduct past due A/R charges that are more than 120 days in arrears from School's commission payments as outlined in Section 10.
- 6.9 To help the School maximize their brand exposure and increase revenue, School will provide to the Store at no cost, the following:
- a) A hyperlink to the Store's eFollett website on the home page of the School's website and on the appropriate subpage(s) of the School's website a Store Information page that includes information on Store hours, location, and other information as appropriate. The subpage shall also include a hyperlink to the Store's eFollett website.

- b) Approval to send Financial Aid notifications by email and SMS to students, notifying them of their financial aid balances, timelines for using funds, and other messaging to help promote the use of available funds in the Store.
- c) The opportunity, as determined by Follett, to include material promoting the Store into all future and current student mailings (physical and digital), new student orientation packets, and new/welcome alumni membership mailings (physical and digital).
- d) Advertising in faculty, athletic, and student e-newsletters with a hyperlink to the Store's eFollett website.
- e) Advertising space in any School-produced print publication (weekly, quarterly or yearly).
- f) In keeping with industry standard practices, School shall provide the following:
 - i. all enrolled student email addresses one month before the start of the fall term each year;
 - ii. all accepted student email addresses within one month of acceptance notice distribution each spring; and
 - iii. all alumni emails one month before the start of the fall term each year (where the School operates the Alumni Association).
- g) The opportunity to present Store information and promotional information at student and parent orientations.
- h) The opportunity to regularly present at faculty/staff orientation to review current Store programs and services.
- i) The opportunity to present campus Store events and promotions on any existing or future closed circuit campus message broadcast applications.
- j) The opportunity to set up a temporary retail location for athletic, alumni, and other events that are held on the School campus.

7. Bookstore Personnel.

- 7.1 Follett will furnish sufficient adequately trained personnel to provide efficient and courteous service to customers, including sufficient substitute personnel in case of employee absence. In addition, Follett will provide ongoing training in customer service and will formally recognize and reward employees who provide superior customer service.
- 7.2 Follett may conduct a pre-employment background check, as well as screening required by the School and/or state in which the Store is located. In the event adverse information is received as a result of the screening, Follett will manage the information received and the offer of employment in accordance with the Follett Background Check Policy. Follett reserves the right to rescind the offer of employment made prior to the screening.
- 7.3 School may participate in interviewing and evaluation of Follett's Store Manager should the need arise to fill the position. Follett's selection of the Store Manager is subject to School's approval.

8. Bookstore Stock and Sales.

- a) On new, used, rental, coursepacks, and digital books Follett will be setting retail prices for each title, and any given title's selling price may vary as a percentage of the retail selling price.
 - b) On general merchandise, not more than the normal gross profit margin for similar merchandise in the college bookstore industry.
 - c) includedED Program fees ("includedED Fees") will be determined by Follett for each semester or summer session and submitted to School.
- 8.1 Follett will expeditiously process text requests placed after the adoption deadline. Text requests for the includedED program placed after the adoption deadline may result in the materials being excluded from the includedED Program.
 - 8.2 Follett will purchase used books adopted for the next academic term in quantities sufficient to meet course requirements at market competitive prices. Follett will purchase used books not

adopted for the next academic term or in excess of course requirements at the prevailing wholesale prices in School's locality.

- 8.3 Follett will accept returns in accordance with the following policies:
- a) Non-textbook items in resalable condition may be refunded or exchanged at any time with original receipt.
 - b) Textbooks in resalable condition may be refunded with receipt within seven (7) calendar days from the start of classes or within two (2) days of purchase thereafter, including during summer term.
 - c) Textbooks purchased during the last week of classes or during exams may be sold back under the book buyback policy.
 - d) Computer software may be returned if it is unopened and shrink-wrapped.
 - e) In addition, upon proof of drop/add, Follett will accept textbook returns from students who have dropped a course up to thirty (30) days from the start of classes or until the end of the official drop/add period, whichever comes first.
- 8.4 In operating the Store, Follett shall accept as a minimum, MasterCard, Visa, Discover and American Express charge cards. Follett will pay all merchant charges associated with acceptance of these credit cards.

9. Commission.

- 9.1 Follett shall pay commission to the School in an annual amount equal to the sum of:

11.0% of all Net Revenue*

Gross Revenue is defined as all collected sales made by the Store or the Store's worldwide web page, catalog, or mail order function (if any), including the includED program fees, text rental fees and replacement costs collected for materials not returned, including Follett's agency fee when Follett sells digital content as agent, and including any commissions received from class rings or graduation regalia which shall be the applicable gross revenue.

*Net Revenue is defined as Gross Revenue less refunds, voids, returns, taxes, allocations of Follett-funded scholarships, discounted sales to authorized School faculty, staff and other departments under this Agreement, and including but not limited to computer system sales (such as hardware, components and software at less than a 20% margin), and consumer electronics (such as MP3 players, digital cameras and e-readers), any rental program processing fees, and less sales made at no margin by Follett at the request of the School, all as reasonably calculated by Follett.

- 9.2 Follett will keep complete and accurate records of all Store transactions in accordance with industry accounting practices and will provide a statement of Store gross revenue to School monthly for the preceding period. Follett will preserve records of store operations for three years from the transaction date, and will make them available for review, audit and verification by School at the Store upon request on reasonable advance notice during ordinary business hours other than during Store "rush" periods.

- 9.3 Follett shall pay the commission calculated in accordance with Section 10.1 monthly, twenty days after the end of the month. Any other payment required to be made by Follett to School under this Agreement shall be made within thirty days of receipt of invoice.

Follett will process commission payments by sending ACH transfers (Direct Deposit) in lieu of paper checks.

On the day the ACH payment is made, the School's designated recipient will receive an email informing the School thereof. A csv file (that can be opened in Excel) will be attached to the email that will contain the remit information with the document numbers that were paid (similar to the check remittance advice). Please note that this is not a wire transfer. The process takes

approximately 7-10 business days to process once the necessary form is completed by the School and submitted to Follett's Accounts Payable department.

10. includedED Program.

- 10.1. The parties agree that all traditional, undergraduate students are automatically part of the includedED program. School will provide Follett with the student data necessary to administer the includedED Program through integration between Follett and School's student information system. School will be responsible for the collection of includedED Fees and any applicable fees (i.e., nonreturn or damage) from students. includedED Program course material adoptions will continue to be the responsibility of School and faculty. Format options will be provided by Follett based on the School's course material adoptions. The student will not have an option to choose materials or material format. Materials will be delivered to students under the IncludedED Program on a "rental" basis and may include physical and digital content. Consumable and single use items which are not eligible for rental, such as workbooks, coursepacks, single-use pass codes and adopted supply items, will also be included in the program at the determined program price.
- 10.2.1 If School is going to claim a resale or other tax exemption, School shall provide Follett with the applicable certificate of tax exemption. In the event that School does not provide such certificate, includedED Fees are deemed subject to sales tax or similar tax, and School shall be responsible for such taxes.
- 10.2.2 The School will record the appropriate includedED fee in a timely manner for each student enrolled in a class participating in the includedED Program.
- 10.2.3 Follett shall invoice School for includedED Fees based upon the number of students using School provided data. School shall pay Follett the includedED Fees within 30 days after receipt of invoice. Follett reserves the right to withhold commission payments until includedED Fees are received. If there are any disputed items, the payment will be made less line items in dispute. Disputed charges will be addressed and re-billed within 30 days.
- 10.2.4 Follett shall invoice school with detailed data including student name and the course materials within 30 days after the mutually agreed upon last day to process drops each term. This date reflects the School's 100% refund date. School is fully responsible for collecting such fees from students. School shall pay Follett within 30 days after invoice date. Follett reserves the right to withhold commission payments until includedED Fees are received.
- 10.2.5 Follett agrees to waive the fee for students who are exempt from paying course fees consistent with School policy/regulations, specifically students terminating classes due to medical (or other) reasons approved by School to be eligible for a full refund of tuition and/or fees as long as the student's materials are checked back in.
- 10.2.6 For physical rental titles under the program, continuing usage of the same edition of each particular adopted book title is required for a minimum of six consecutive academic terms. School agrees that all adopted titles that are not considered consumable (as outlined in Section 10.2.7) will be chosen from Follett's National Rental Library. If a title changes edition before the six-term commitment has been met and Follett is unable to obtain sufficient copies to meet the course need, Follett will work with the School on a case-by-case basis to determine best option. Other scenarios will be handled on a case-by-case basis. For title adoptions that are changed by School faculty before the six-term ~~commitment~~commitment is satisfied, any remaining stock of non-readopted materials will be billed to School at the full invoice price.
- 10.2.7 A "Consumable" is any material required that is required for a course where the material is not able to be used by a student in a following term due to the expiration of the material or the intended removal of parts of the material. Consumable course materials shall consist of, but are not limited to, workbooks, study guides, laboratory manuals and electronic access codes.

Consumable course materials are included in the includedED Program. Consumable course materials will be identified as such and will either expire at the end of the semester or do not need to be returned. School agrees that all Consumable courseware titles adopted will be transitioned into a like or similar product offered by the Lumen OER ~~CourseWare~~Courseware Platform.

- 10.2.8 Physical textbooks for courses that are not offered with reasonable frequency (Special Topics and Limited Offering courses) cannot be offered as a rental title in the includedED Program unless they are on Follett's National Title List. "Reasonable frequency" is defined as a course being offered no less often than every other semester (excluding summer semesters). The commitment period of such books shall be four years. *Exception:* If a book for such a course were to be used in another course with comparable enrollment that is offered in different semesters and the two courses combined meet the frequency criteria, then the book may be brought in as an includedED program book tied to both courses.
- 10.2.9 Follett will work with School to set adoption guidelines to be used by faculty which respect the academic integrity and freedom of the faculty but strive to keep the includedED Fees low.
- 10.2.10 For physical rental course materials, Students are responsible for picking up, taking good care of, and returning their textbooks to the Store each term. Textbooks must be checked-in by a specific date each term. Books that are brought back to the Store in a damaged state shall not be accepted back. Such damages shall include, but are not limited to: Any water damage, torn and missing covers, missing pages, torn pages, and defacement of pictures, graphs, charts or text. The Store management is the final arbiter of the damage to a textbook. Reasonable highlighting and taking of notes in the book margins shall not be considered defacement. Books refused as damaged will result in the application of additional charges. If the textbook has defects such as missing pages, water damage, or torn covers, the student must exchange the book within three days of the date received. After that time, the student assumes the liability for the textbook's condition. If the textbooks are lost or stolen, the School remains liable for the replacement cost.

Failure by the student to check-in includedED books by the published due date shall result in the application of additional charges. If the student drops a course, they must return the book immediately so the book is available for the student who takes their place in the course. If the student is taking a continuation course that requires the same book, if they are repeating a course, or if they have an incomplete to finish, they must still return the book to the store by the due date of the semester for the original course or the School will be charged for the book. All parts of any textbook packages must be returned with the textbook. This includes CDs, supplemental reading, etc.

- 10.2.11 Additional charges shall consist solely of the retail used selling price of the textbook that is either lost or damaged or not checked-in. These charges shall not deduct any portion of the includedED Fees that were paid. Prior to the last day to check-in books, the student may pay the replacement costs of their lost or damaged book to Follett who will then note the student's book as "checked-in" in the rental computer system. After the last day to check-in books, payment to the store shall be the responsibility of the School who shall then hold sole responsibility for collecting said fees from the student.
- 10.2.12 Students wishing to convert rented materials to a purchase may do so at any time throughout the academic term by remitting the difference between the National Rental Fee and the New Book Selling Price for the individual title.
- 10.3 The parties agree that the initial cost for IncludedED material will be as follows:
- * Full Time Students (defined as those enrolled for a minimum 4 courses) will be billed at **\$360.00** for each academic term
 - * Part Time students (defined at those enrolled in less than 4 courses) will be billed at **\$190.00** per academic term.
 - * Summer school students will be billed at **\$90.00** per course.

These initial prices are fixed for the Fall 2017, Spring 2018 and Summer 2018 terms. The parties agree to negotiate prices for each academic year on or before May 15th or each calendar year.

- 10.4 As part of the IncludED Program, Follett agrees to supply a high-quality backpack, in School colors and bearing a Langston University logo, brand or seal, for up to 700 entering freshman each Fall semester. The parties agree that the price of these backpacks are included within the IncludED program fees.

13. Insurance.

- 13.1 During the term of this Agreement, Follett shall keep in force, at its own expense, at least the following insurance, all in accordance with this Section:

- a) Commercial General Liability having a combined single limit of not less than \$1,000,000 per occurrence covering premises and operations, contractual liability and products/completed operations;
- b) Business Automobile Liability having a combined single limit of not less than \$1,000,000 per occurrence covering claims arising out of ownership, maintenance, or use of owned or non-owned automobiles;
- c) Worker's Compensation insurance having limits not less than those required by applicable statute;
- d) Employer's Liability in the amount of at least \$1,000,000; and
- e) Excess or Umbrella Liability in the amount of at least \$2,000,000.

- 13.2 School, its affiliates, officers, directors, trustees, volunteers, and employees shall be named as additional insureds by blanket endorsement under the Commercial General Liability policy upon the School's written request.

- 13.3 Follett shall furnish industry standard Certificate[s] of Liability Insurance to School showing the coverage required by this Section within 30 days after execution of this Agreement or before Follett takes possession of the Store, whichever is earlier. The Certificate[s] shall provide that, should any of the above policies be cancelled before the expiration date thereof, notice will be delivered in accordance with policy provisions.

- 13.4 School will notify Follett of any flood plain zoning changes affecting the Store within 30 days of receiving notice of such change from any source.

- 13.5 If School causes any work to be performed by a third party on the building housing the Store, then School will provide Follett an industry standard Certificate of Liability Insurance from the third party's insurance company(ies) for Commercial General Liability and Business Automobile Liability, with combined single limits of at least \$1,000,000 per occurrence on each. Follett shall be an additional insured under the third party's Commercial General Liability policy.

14. Indemnification.

- 14.1 Follett shall defend, indemnify and hold harmless School, its Board of Trustees, affiliates, officers and employees from any and all claims, suits, actions, damages, judgments, and costs (including reasonable attorney fees), arising out of any: (i) damage, destruction or loss of any property (including but not limited to School's property); or (ii) injury to or death of any person (including but not limited to any employee of School); which results from or arises out of negligent or willful acts or omissions of Follett, its officers, agents and employees, in the performance of this Agreement.

- 14.2 To the extent permitted by applicable law, School shall defend, indemnify and hold harmless Follett, its affiliates, directors, officers and employees from any and all claims, suits, actions, damages, judgments, and costs (including reasonable attorney fees) arising out of any: (i) damage, destruction or loss of any property (including but not limited to Follett's property); or (ii)

injury to or death of any person (including but not limited to any employee of Follett); which results from or arises out of negligent or willful acts or omissions of School, its officers, agents or employees, in the performance of this Agreement.

15. **Independent Contractor Status.** The relationship of the parties is that of independent contractors, and no tenancy, partnership, joint venture, agency, fiduciary or other relationship is created. Neither party may order any goods nor services, incur any indebtedness, or enter into any obligation or commitment on the other party's behalf.
16. **Nonassignability.** Neither party may assign or sublet this Agreement in whole or in part without the prior written consent of the other party, except that either party may assign this Agreement in its entirety to an affiliate that controls, is controlled by or is under common control with such party. This Agreement is made for the exclusive benefit of the parties, and no benefit to any third party is intended.
17. **Notice.** Notices required or permitted by this Agreement shall be deemed given when received if sent by recognized overnight courier or first class mail, postage prepaid, to the following address, or such other address as the party may specify by notice:

Langston University:
Dr. Kent Smith

To Follett:
Ray A. Griffith
President and CEO
Follett Higher Corporation
3 Westbrook Corporate Center, Suite 200
Westchester, Illinois 60154

With a copy to:
Follett Corporation
3 Westbrook Corporate Center, Suite 200
Westchester, Illinois 60154
Attn: General Counsel

18. **Severability.** If any provision of this Agreement is finally adjudicated illegal, invalid, in excess of the authority of either party hereto, or otherwise unenforceable, then such provision shall be severed, and the remainder of this Agreement shall remain in force as if such adjudicated provision were never included in this Agreement.
19. **Integrated Agreement.** This Agreement: (i) is the sole expression of the understanding of the parties with respect to operation of the Store, (ii) supersedes all prior statements and agreements with respect thereto, and (iii) may not be modified, amended or waived except in writing signed by an authorized representative of the party against whom such modification, amendment or waiver is sought to be enforced.
20. **Confidential Information.** As part of the Follett Discover program, Follett will have access to confidential information held by School, including specific "non-public" information, the safeguarding of which is governed in part by the provisions of the Family Education Rights and Privacy Act (FERPA) and other federal and state laws. This information includes biographic and financial information obtained from a student or parent in the process of providing educational services. Biographical and financial information includes, but is not limited to: name, shipping and email addresses, phone numbers and student IDs, and if applicable, financial aid information. School represents that it has the right to provide Follett with access to such information for the purposes hereof.

Follett agrees to maintain the confidentiality of such information as mandated by applicable state and federal laws using the measures Follett uses to protect its own information of like character, but in each case with at least a reasonable standard of care, and to only access such information for the explicit business purposes of the Follett Discover program, including providing the services

contemplated thereunder. Follett will return or destroy all confidential information it receives from School upon completion of the Follett Discover program.

Follett further acknowledges that any uncured material breach of the confidentiality obligations set forth above will be considered a material breach of the Follett Discover program, at which time School may terminate the Follett Discover program by providing at least 30 days prior written notice of termination to Follett. (For purposes of clarity, any such breach or termination shall not affect or permit School to terminate the Bookstore Operating Agreement [BOA] or any other contract between the parties or their respective affiliates.)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective authorized representatives as of the date first written above.

**FOLLETT HIGHER EDUCATION
GROUP, INC.**

LANGSTON UNIVERSITY

By: _____

By: _____

Name: Ray A. Griffith

Name: Dr. Kent Smith

Title: President

Title: _____

Date: _____

Date: _____



May 1, 2017

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

Dear Dr. Burnett:

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

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

Scope of Services

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

Scope of Available Services

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

Langston University
Accounting and Consulting Services Engagement Letter
May 1, 2017
Page 2 of 5

Initial Services Requested

Preparation of Annual Financial Statements:

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

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the University as of and for the year ended June 30, 2017. Such financial statements will include:

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

Crawford & Associates' Responsibilities

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

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

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

Management Responsibilities

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

Langston University
Accounting and Consulting Services Engagement Letter
May 1, 2017
Page 3 of 5

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

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

Other Requested and Available Services

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

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

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

Langston University
Accounting and Consulting Services Engagement Letter
May 1, 2017
Page 4 of 5

Access to Working Papers and Reports

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

Fees and Costs

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

Standard Hourly Rates:

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

Because Crawford & Associates has no direct control over the type and amount of services requested by the University during the term of this engagement, nor does Crawford & Associates have direct control over the quality of the University's accounting system or records, potential turnover of the University's staff, or the University's staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on the University to provide us with a copy of approved purchase orders or other form of authorization documentation, and to monitor the cumulative fees and expenses charged. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For your purchase order preparation purposes, we estimate that the fees for the Initial Services Requested, as outlined in the Scope of Service section of this letter, will approximate \$85,000. Should it appear during the course of our engagement that our fees and costs for the services requested may exceed this estimate, we will notify University management as soon as reasonably possible and obtain authorization to proceed.

Langston University
Accounting and Consulting Services Engagement Letter
May 1, 2017
Page 5 of 5

The term of this engagement is a period from the date of acceptance of this engagement letter through the date of issuance of the University's financial statements for the period ended June 30, 2017. Crawford & Associates may perform additional services upon receipt of a formal request and an authorized purchase order or other form of authorization documentation with terms and conditions that are acceptable to both parties.

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

Acceptance

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

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for Langston University:

By: _____

Title: _____

Date: _____

To: Langston University

From: Board of Directors

Sankofa Middle School of Creative and Performing Arts

Re: Renewal of Charter School Application

Date: May 24, 2017

We respectfully submit this memorandum and the accompanying pages as Sankofa Middle School of Creative and Performing Arts formal renewal application to continue as a charter school sponsored by Langston University, in accordance with Title 70 OKLA Stat. Sec 3-131. Seq. (1999).

If further information is needed or required, please feel free to contact Deborah Brown or Millard Jones at (918) 340-5120 or by email at mjones@dbc.school.org.

Sankofa Middle School of Creative and Performing Arts, is a not for profit corporation formed under the laws of the State of Oklahoma, and a tax exempt organization under the United States Federal Income Tax Code Section 501 ©(3) , hereby requests that Langston University continue its sponsorship.

CHARTER SCHOOL CONTRACT

This Charter School Contract ("Contract") is executed to be effective the 1st day of July, 2018, by and between Langston University ("Sponsor"), and **Sankofa Middle School of Creative and Performing Arts, Inc.** ("Charter School"). This Contract constitutes the Charter of the Charter School in compliance with the Oklahoma Charter Schools Act. When the terms "Contract" or "Charter" are used in this Contract, they are deemed to be synonymous.

The Charter School has submitted its application ("Proposal") to the Sponsor for sponsorship of its charter school program on April 1, 2012. The comprehensive instructional program and curriculum to be provided by the Charter School shall be the same as is described in the Proposal.

I. GENERAL PROVISIONS

1. Authority Granted by the Charter. The Sponsor authorizes the Charter School to operate a charter school subject to the terms of this Charter, the Oklahoma Charter Schools Act (OKLA. STAT. tit. 70, §§ 3130 – 3160 ("Act")), and all applicable rules and regulations. The Charter School agrees that it will start operations on or before July 1, 2018.

The name, address, telephone number, facsimile number, and E-mail addresses of each representative authorized to act on behalf of the Charter School are as follows:

Name: Deborah Brown

Title: Executive Director

Telephone Number(s): (918) 583-6835 (Home)

(918) 425-1407 (Work)

Address: Two South Elgin Avenue, Tulsa, OK 74103

Facsimile Number: (918) 425-6693

E-Mail Address: dbrown@dbc.school.org

Name: Millard Jones

Title: President, Board of Directors

Telephone Number: (918) 855-5884

Address: 2 South Elgin Tulsa, OK 74120

2. **Term of the Charter.** This Charter will be effective on *July 1, 2018*, and shall terminate on *June 30, 2023*, unless terminated sooner as herein provided.

3. **Renewal of the Charter School Contract.** On timely application by the Charter School, this Charter may be renewed for an additional period, as determined by the Sponsor and Charter School, not to exceed an additional five (5) years from the last day of operation for the 2022-2023 school year. Any application for renewal must be filed no later than June 30, 2021.

4. **Modification of the Charter.** The terms of the Charter may be revised upon the request of the Charter School and upon the approval of the Sponsor.

II. THE EDUCATIONAL PROGRAM

1. **Enrollment:** The Charter School shall not discriminate in enrollment and shall select waiting students by lottery. The admissions policy for admission of students to the Charter School is described in the Proposal. Sibling policy will be applied at the lottery; i.e., if more than one child from a family has applied for admission and one of the

children is selected by lottery, then the other applicants from that family are also permitted to attend. The admission policies and practices of the Charter School shall prohibit discrimination on the basis of gender, national origin, income level, ethnicity, religion, disability, aptitude, academic or athletic ability, and proficiency in the English language. The Charter School shall enroll those students whose legal residence is within the boundaries of the Tulsa Public Schools and who submit a timely application, or those students who transfer to the Tulsa Public Schools in accordance with Section 8-103 of Title 70 of the Oklahoma Statutes, unless the number of applications exceeds the capacity of a program, class, grade level, or building. If capacity is insufficient to enroll all eligible students, the Charter school shall select students through a lottery selection process. The Charter school shall give enrollment preference to eligible students who reside within the boundaries of the Tulsa Public Schools.

2. **The Charter School program shall not discriminate.** The educational program of the Charter School shall be nonsectarian in its programs, admission policies, employment practices, and all other operations. The Charter School shall not be affiliated with a nonpublic sectarian school or religious institution and shall not discriminate in its operations against any student or employee on the basis of race, creed, gender, national origin, religion, disability or need for special education services.

3. **The Charter School shall comply with statutes and regulations governing children with disabilities.** The Charter School will be knowledgeable of, and comply with, the provisions of the Individuals with Disabilities Education Act (IDEA) and implementing state and federal regulations; Section 504 of the Rehabilitation Act of 1973 ("Section 504") and implementing state and federal regulations; Title II of the Americans

with Disabilities Act and implementing regulations; and the Policies and Procedures For Special Education In Oklahoma of the State Department of Education governing the education of children with disabilities. The Charter School agrees that it is the Local Educational Agency (“LEA”), as that term is defined in the above statutes and regulations, and that it accepts all responsibilities imposed by law under the above statutes and regulations and agrees to indemnify the Sponsor from all liabilities, including attorney fees and costs, which may be imposed on the Sponsor concerning the education of any child with a disability enrolled in the Charter School.

4. **The Charter School shall comply with the Oklahoma School Testing Program and shall provide data to the State Office Of Accountability.** The Charter School

shall participate in all testing as required by the Oklahoma School Testing Program Act and shall report test results as required of an Oklahoma public school district. The Charter School shall provide any requested data to the State Office of Accountability.

5. **The Charter School shall comply with all federal regulations and state and local rules and statutes relating to health, safety, civil rights and insurance.**

6. **The Charter School shall comply with state law governing out-of-school suspension procedures.** The Charter School shall comply with Oklahoma law regarding the out-of-school suspension of students and other disciplinary procedures, and shall afford students all due process rights to which they are entitled by state law and the federal Constitution in the out-of-school suspension process. The Charter School shall furnish an individualized out-of-school education plan to eligible students suspended out-of-school as required by Oklahoma law.

7. **The Charter School shall comply with federal privacy laws.** The Charter School shall comply with the Federal Family Educational Rights and Privacy Act and safeguard the confidentiality of student educational records. In addition, the Charter School shall comply with the student education record requirements contained in the IDEA.

8. **The Charter School will not charge tuition or fees directly or indirectly.** The Charter School shall not charge students tuition or fees either directly or indirectly, regardless of what terminology may be used to describe any such attempted payments.

9. **The Charter School shall not be used to generate revenue for home-schooled students.** The Charter School shall not be used in any manner to generate revenue for home-schooled students.

10. **The Charter School shall educate students at the Charter School site.** The Charter School will educate students only at an organized Charter School site. The Charter School will promptly notify the Sponsor in writing of any proposed relocation of the Charter School facility. The Charter School may not directly or indirectly operate a home-school program.

11. **The Charter School shall comply with state law governing days of instruction and hours of instruction.** The Charter School shall provide instruction for at least the number of days, and hours during the day, as is required by Oklahoma law.

III. FISCAL MANAGEMENT

1. **The Charter School shall operate on a fiscal year basis.** The Charter School shall utilize a fiscal year beginning July 1 and ending on the following June 30.

2. **The Charter School shall comply with the Oklahoma Cost Accounting System.** The Charter School shall comply fully with the Oklahoma Cost Accounting System method of reporting school expenditures.
3. **The Charter School shall have an annual audit conducted.** The Charter School shall have the financial operations of the Charter School audited annually in accordance with the provisions of the Oklahoma Public School Audit Law.
4. **Assets of Charter School shall be restricted to Charter School usage.** The Charter School shall not apply, hold, credit, transfer, or otherwise make use of funds, assets or resources of the Charter School for any purpose other than operation of the Charter School described in the Charter. The Charter School shall abide by the Oklahoma constitutional bans against the loaning of public property for the credit or benefit of an individual or other entity and against the making of gifts of public property.
5. **The Charter School shall not extend its credit.** The Charter School shall not extend credit, or otherwise make use of the credit or assets of the Charter School for any purpose other than operation of the Charter School described in the Charter.
6. **The Charter School shall not be involved in transactions that are a conflict of interest.** No transaction shall be executed between the Charter School and a member of the governing body of the Charter School or any member of the immediate family of a member of the governing body of the Charter School which violates directly or indirectly Oklahoma law governing conflict of interest transactions between a member of a school district board of education and the school district.
7. **Sponsor Fee.** The Charter School shall receive funding from the State Department of Education in the amount of State Aid revenue generated by its students as set forth in law

and regulation. The Charter School shall pay to the Sponsor five percent (5%) of its State Aid revenue for administrative services to be rendered by the Sponsor which shall include: technical assistance in the writing and preparation of grant applications to support the Charter School's educational programs, the assignment of student teachers in training by the Sponsor to intern at the Charter School, sponsorship of the Charter School's public outreach programs, and such other services as the parties may agree are appropriate.

IV. FACILITIES, GOVERNANCE, AND OPERATIONS

1. The Charter School shall comply with the requirements of the Oklahoma Open Meeting Act.

2. The Charter School shall comply with the requirements of the Oklahoma Open Records Act.

3. The Charter School shall have the governing body and administration described in its Proposal. The Charter School will have a governing body, and administration, which shall be responsible for the policies and operational decisions of the Charter School. **No current, proposed or future member of the governing body will have a felony conviction.**

4. The Charter School shall maintain insurance protection. The Charter School acknowledges and agrees that it has potential liability under the Oklahoma Governmental Tort Claims Act for negligent actions of its employees acting in the scope of their employment and under the federal Constitution, statutes, and regulations for actions that violate federal rights of students, parents, or employees. The Charter School also acknowledges that it may be sued for actions relating to contracts. **The Charter School**

has secured and will maintain throughout the term of this Charter and any extension thereof: (1) liability insurance protection for ALL school operations in amounts equal to or greater than the minimum liability amounts set forth in the Oklahoma Governmental Tort Claims Act; (2) appropriate property and casualty insurance policies providing adequate protection of Charter School property; (3) fleet/liability insurance for any vehicle owned or operated by the Charter School in an amount equal to or greater than the amount required by law; (4) workers' compensation insurance as required by law; and (5) any other insurance which may now or hereafter be required by law. The Charter School will furnish the Sponsor with a copy of any policy of insurance it maintains within five (5) days of the Sponsor's written request for the policy.

5. The Charter School shall issue employment contracts. The Charter School shall have employment contracts which set forth the Charter School's personnel policies, including, but not limited to, policies related to certification, professional development, evaluation, suspension, dismissal and no reemployment, sick leave, personal business leave, emergency leave, and family and medical leave. The employment contract shall also specifically set forth the salary, hours, fringe benefits, and work conditions of the employees. Upon contracting with an employee, the Charter School's governing body shall disclose, in writing, all employment rights of employees in the event the Charter School closes or its Charter is not renewed.

6. The Charter School shall comply with all applicable federal, state, and municipal laws and regulations. The Charter School will comply with all applicable federal statutes and regulations, state statutes and regulations, and local ordinances and rules,

including, but not limited to those relating to health, safety, civil rights, and insurance listed annually by the State Department of Education for Charter School compliance.

7. **The Charter School shall provide for the disposition of property.** The Charter School shall adopt a rule specifying the method to be used for disposing of real and personal property acquired by the Charter School upon the expiration or termination of the Charter or upon failure of the Charter School to continue operations or when the real or personal property is no longer needed by the Charter School. Any real or personal property purchased with state or local funds shall be disposed as required by law upon the occurrence of any of these events.

8. **The Charter School may participate in certain benefit programs of the Sponsor.** The Charter School may participate in all health and related insurance programs available to the employees of the Sponsor. The Charter School may also elect not to do so and the parties hereto affirm that it is the desire of the Charter School not to do so as of the date of execution of this Agreement. In the event that the Charter School decides in the future that it desires to so participate in the health and related insurance programs available to employees of the Sponsor, it must give notification to the Sponsor of such desire no less than ninety (90) days of the start of the next insurance plan year for the Sponsor to allow adequate time to permit the Sponsor to execute appropriate documents with its vendors providing such insurance coverage.

V. **INSPECTIONS**

The Sponsor's representatives shall have the right to make periodic inspections of all aspects of the Charter School's operations. Routine scheduled inspections shall take place on a quarterly basis, or more frequently if the Sponsor deems

that more frequent inspections are appropriate. Non-routine inspections may occur at any time. The Sponsor will give the Charter School notice at least five (5) business days in advance of a non-scheduled, non-routine inspection. The Charter School agrees to cooperate in good faith with the Sponsor's representatives making the Sponsor inspections. The purpose of the inspections will be to ascertain that the Charter School is properly fulfilling its obligations under:

The Oklahoma Charter Schools Act;

The Charter School's Mission Statement;

This Contract; and

The terms and conditions of the Charter School's application/proposal to the Sponsor.

2. **Termination of Contract by Sponsor.** The Sponsor may terminate the Charter during the term of the Contract for failure to meet the requirements for student performance contained in the Contract, failure to meet the standards of fiscal management, violations of the law, or other good cause. The Sponsor shall give at least ninety (90) days' written notice to the governing board of the Charter School prior to terminating the Contract. The governing board may request, in writing, an informal hearing before the Sponsor within fourteen (14) days of receiving notice. The Sponsor shall conduct an informal hearing before taking action. If the Sponsor decides to terminate the Contract, the governing board may proceed to mediation or binding arbitration or both as provided for in the Oklahoma Charter Schools Act.

3. **Termination of Contract by Charter School.** The Charter School may terminate the Charter during the term of the Contract with or without cause upon ninety (90) days written notice to the Sponsor.

VI. THIS AGREEMENT

Entire Agreement. This Contract, including all referenced attachments and terms incorporated by reference, contains the entire agreement of the parties. All prior representations, understandings, and discussions are merged into, superseded by and canceled by this Contract. This Contract has been jointly prepared by the parties; accordingly, this Contract shall not be construed more or less favorably with respect to either party. This Contract may not be modified or amended orally, but only by an instrument in writing, duly authorized and executed by the parties to this Contract.

Severability. If any provision of this Contract is determined by a court or other tribunal to be unenforceable or invalid for any reason, the remainder of the Contract shall remain in full force and effect, so as to give effect to the intent of the parties to the extent valid and enforceable.

No Waiver of Breach. No assent, express or implied, to any breach of any of the covenants or agreements herein shall waive any succeeding or other breach.

Venue. In the event that the Charter School should seek civil recourse against the Sponsor, the parties agree that the sole venue for such action lies in the District Court for Payne County, Oklahoma. In the event that the Sponsor should seek civil recourse against the Charter School, the parties agree that the sole venue for such action lies in the District Court for Tulsa County, Oklahoma.

Governing Law. Oklahoma law shall apply in interpreting and applying this Contract.

Authority. The persons signing this instrument represent that they are duly authorized to execute this instrument on behalf of the respective parties and that this instrument has been duly and legally approved and adopted by the respective parties.

Incorporation by Reference. Charter School's Proposal, including any amendments, to Sponsor is incorporated herein by reference. In the event of any conflict between the terms and conditions of this Contract and the terms and conditions of the Proposal, the terms and conditions of this Contract will prevail.

IN WITNESS WHEREOF, the parties hereto have executed this Contract to be effective the date first above written.

Charter School:

Sponsor:

President, Board of Directors
Sankofa Middle School of
Creative and Performing Arts, INC.
Tulsa, Oklahoma

President
Langston University
Langston, OKLAHOMA

Attest:

Approved as to form:

Secretary, Board of Directors

**Office of General Counsel,
Board of Regents for Oklahoma
State University and the
Agricultural Colleges**

**LANGSTON UNIVERSITY
FY 2018
ANNUAL ORDERS**

<u>SUPPLIERS</u>	<u>FUND</u>	<u>FY 2017 Board Request</u>
Sodexo Food Services	3-22100	\$2,860,000.00
At Langston Facilities	1-30105	
HWY 33 E		
Langston, OK 73050		
Payment of catering services, meal plan contracts, amortization, daycare meals		
7-1-17/6-30-18		
Sodexo	Multiple Accounts	\$4,200,000.00
At Langston Facilities		
HWY 33 E		
Langston, OK 73050		
Operations of LU Physical Plant (ie. light carpentry repair, heat and air, freight, janitorial services, groundskeeping, and touch up painting		
7-1-17/6-30-18		
Under small jobs provision, a maximum		\$700,000.00
with no "construction projects" included and		\$75,000.00
with no one project exceeding \$75,000		
(See Board Rule 30:10-01-02)		
Crawford & Associates	1-16001	\$85,000.00
10308 Greenbriar Place		
Oklahoma City, OK 73159		
Professional Services (Consulting / Financial Statement Prep)		
7-1-17/6-30-18		
Arledge & Associates PC	1-16001	\$90,000.00
309 N. Bryant Ave.		
Edmond, OK 73034		
Professional Services (Auditing)		
7-1-17/6-30-18		
Village Tours	3-23450	\$270,000.00
8620 W. 21st Street N		
Wichita, KS 67205-1756		
Charter Bus Service for athletics		
7-1-17/6-30-18		
AT&T	1-87301	\$90,000.00
PO Box 5001		
Carol Stream, IL 60197-5001		
Renewal of LAN Lines		
7-1-17/6-30-18		
PO Box 5017	1-30994	\$35,000.00
Carol Stream, IL 60197-5017		
Long Distance Charges		
7-1-17/6-30-18		

<u>SUPPLIERS</u>	<u>FUND</u>	<u>FY 2017 Board Request</u>
Millwood Public Schools 6724 MLK Avenue Oklahoma City, OK 73111 Rental of building space for classrooms and offices (including utilities) 7-1-17/6-30-18	1-87920	\$225,000.00
Vyve Broadband PO Box 26588 Oklahoma City, OK 73126-0588 Television cable service 7-1-17/6-30-18	Multiple Accts	\$200,000.00
Dell Financial Services Fulfillment Center 1: One Dell Way MS RR-1-35 Round Rock, TX 78682 Year 2 of computer leasing agreement 7-1-17/6-30-18	1-87995	\$350,000.00
Bank of America/FIA 401 North Tryon Street Charlotte, NC 28255 Payment of airline tickets/pcard usage 7-1-17/6-30-18 These will come through on individual PO's	Multiple Accts	\$650,000.00
Ebsco Subscription Services 5339 Alpha Rd 400 Dallas, TX 75240-7308 Renewal of Subscriptions 7-1-17/6-30-18	Section 13 New College 151201	\$250,000.00
OSU Bursar's Office Bursar's Office 113 Student Union Stillwater, OK 74078 For payment of services of governing board, legal services, purchasing, internal audits, safety engineer services, errors and omissions, and miscellaneous charges 7-1-17/6-30-18	1-16001 1-16102 1-16103	\$410,000.00 \$23,000.00 <u>\$17,000.00</u> \$450,000.00
OSU Information Technology 113 Math Sciences Stillwater, OK 74074 Banner Implementation and maintenance Microsoft Campus Agreement 7-1-17/6-30-18	1-30994	\$350,000.00

<u>SUPPLIERS</u>	<u>FUND</u>	<u>FY 2017 Board Request</u>
OSU-Tulsa 700 N. Greenwood Ave Tulsa, OK 74106-0700 Payment for rent, services, copier charge-backs, postage and telecommunications 7-1-17/6-30-18	130917 187911	\$175,000.00
Risk Management Office of Public Affairs State Capitol, Room B-4 Oklahoma City, OK 73105 Payment of liability and property insurance 7-1-17/6-30-18	Multiple Accounts	\$325,000.00
BMI/IMAGENET PO Box 26340 Oklahoma City, OK 73126 Maintenance, rental and program support of equipment 7-1-17/6-30-18	1-70002	\$500,000.00
Langston Public Works Authority City of Langston Langston, OK 73050 Payment of LU sewer charges 7-1-17/6-30-18	Multiple Accounts	\$375,000.00
City of Guthrie PO Box 908 Guthrie, OK 73044 Payment of water user charges 7-1-17/6-30-18	Multiple Accounts	\$600,000.00
Oklahoma Gas & Electric PO Box 26040 Oklahoma City, OK 73126 Payment of electric usage, installation, repairs and maintenance 7-1-17/6-30-18	Multiple Accounts	\$1,700,000.00
Oklahoma Natural Gas PO Box 1234 Tulsa, OK 74186 Payment of gas usage, maintenance and repair 7-1-17/6-30-18	Multiple Accounts	\$60,000.00
Commissioners of Land Office PO Box 26910 Oklahoma City, OK 73125 Payment for natural gas usage 7-1-17/6-30-18	Multiple Accounts	\$250,000.00

<u>SUPPLIERS</u>	<u>FUND</u>	<u>FY 2017 Board Request</u>
Public Service Co PO Box 24421 Canton, OH 44701 Electricity usage 7-1-17/6-30-18	1-87910	\$75,000.00
Higher One/Campus Labs 210 Ellicott Street, Suite 200 Buffalo, New York 14203 Program to compile & analyze student trends 7-1-17/6-30-18	1-16940	\$75,000.00
Royall & Company 1920 East Parham Rd Richmond, VA 23228-2206 Enrollment Management Services 7-1-17/6-30-18	1-21006	\$420,000.00
Oklahoma State Regents for Higher Education 655 Research Parkway, Ste 200 Oklahoma City, OK 73104 Existing Real Estate and Equipment Master Lease Services 7-1-17/6-30-18	Section 13/NCF 3-26100	\$3,800,000.00

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

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

Langston University

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

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

The Centennial Court housing complex located on the Langston campus has significant damage to the carpet and is beyond the point of cleaning in order to be able to provide a healthy environment.

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

The completion of this project is paramount to the readiness of the institution for the arrival of students in August 2017, prior to the next meeting of the Board of Regents in September.

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

The carpet is in need of replacement before the arrival of students in August 2017. To delay the purchase of the materials for the project would jeopardize the University being able to open the facility with expectations of a healthy and safe environment.

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

In working with Central Purchasing, it was determined that a State Contract for Lowe's could be used to purchase materials that would have a 7 to 10 day lead time. It is imperative for the University to be able to process a purchase requisition for the materials so that the materials can be ordered by the vendor and allow appropriate time for receipt and installation. The University plans to utilize the OSU carpet installation contract to install the carpet. However, time is of the essence to complete the project prior to opening. The time frame will allow for installation of 6 buildings at this time.

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

The University requests interim approval to process a purchase order for carpet materials and supplies for 6 buildings at Centennial Courts utilizing the state contract with Lowes.

- 3. State the actual cost or best-estimated cost required to complete the action for which interim approval is requested. Approximately \$110,000.
- 4. Identify the fund or funds to be used in covering the cost stated above. Account # 326010
- 5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person.

6. Sharon J. Burnett
 (optional) Signature of requesting Administrator

[Signature]
 (required) Signature of President

6/7/17
 Date

6/7/17
 Date

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

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

REMARKS:

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

REMARKS:

[Signature]
 Signature of the Chief Executive Officer or his designated representative
6/7/17
 Date

LANGSTON UNIVERSITY
STUDENT IMPACT
TUITION, FEE, HOUSING & MEAL PLAN INCREASES
ACADEMIC YEAR 2017 - 2018

		FY 2017	FY 2018*	\$ INCREASE	% INCREASE
*6.4% Tuition, 8% Fees, 3% Meal Plan, 3% Housing					
TUITION	Note 1	3,706.50	3,943.72	237.22	6.40%
MANDATORY FEES	Notes 1 & 3	1,681.41	2,005.91	324.50	19.30%
APARTMENT RENT	Note 2	6,150.00	6,334.50	184.50	3.00%
MEAL PLAN		3,050.00	3,141.50	91.50	3.00%
TOTAL COST PER ACADEMIC YEAR		\$14,587.91	\$15,425.63	\$837.72	5.74%
TOTAL COST PER SEMESTER		\$7,293.96	\$7,712.81	\$418.86	5.74%
<u>NON-RESIDENT STUDENT</u>					
TOTAL COST PER ACADEMIC YEAR		\$21,927.40	\$22,775.12	\$847.72	3.87%
TOTAL COST PER SEMESTER		\$10,963.70	\$11,387.56	\$423.86	3.87%

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

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

Note 3: The student body voted to approve a \$95 / semester Wellness Center Fee. The University increase is 8% on all other Mandatory Fees.

CONNORS STATE COLLEGE, WARNER, OKLAHOMA

Dr. Ronald Ramming, President, and Mr. Mike Lewis, Vice President of Fiscal Services, appeared before the Board of Regents to present the business of Connors State College and review the Agenda for members of the Board.

Dr. Ramming expressed appreciation to Chair Watkins for her leadership during the past year, both from a personal standpoint as well as on behalf of Connors State College. He thanked Dr. Shrum for the hospitality last evening, and complimented the new Medical Academic Building. Dr. Ramming said he has not had the opportunity to work directly with Ms. Williams for very long, but having been an employee of Connors State College for quite some time he knows that if there was ever an issue they could call Ms. Williams and she would help them figure it out. He said flowers were sent to Ms. Williams earlier in the week, and a gift will be given to her following the business of Connors.

Dr. Ramming referenced the *Connection*. He expressed appreciation to Regent Davis, Regent Milner, and Mr. Ramsey for coming to the Spring 2017, Connors State College Commencement. He referenced the *Kaleidoscope*, which is a publication of the College's English Department. It is a collection of poems, short stories, and essays that the students submitted and published in order to showcase their talent. He noted that Summer 2017 enrollment at the College was up approximately 3 percent and credit hours were down by approximately 100 hours. The credit hour production for the entire year was projected to be 48,000, but enrollment will bring it to just over 51,000.

Policy and Operational Procedures

Dr. Ramming requested Board approval of the Connors State College Organizational Chart.

Regent Anthony moved and Regent Hall seconded to approve the Connors State College Organizational Chart, as presented.

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

Memorandum of Understanding with Green Country Behavioral Health Services, Inc.

Dr. Ramming said Connors is similar to other institutions around the country in that more and more students are arriving at Connors with mental health issues. This service is a way that is hoped to expand the College's ability to provide help for those students both from a screening standpoint as well as crisis services and intervention.

Purchase Requests

Dr. Ramming noted that the OMES Risk Management Division line item is below the \$75,000 purchase threshold required for Board approval, but is listed because it had initially been included on the Board approval list and renegotiations have since caused the cost to fall below that threshold.

Approval of FY-2018 Budget Documents

Dr. Ramming presented the FY-2018 budget documents for Connors State College and recommended their approval including the salary recommendations for FY-2018. (The FY-2018 budget documents for Connors State College are collectively on file in the Board of Regents' Office as Document No. 13-6-16-17, and the list of the FY 2017-2018 Personnel and Salary Recommendations is on file in the Board of Regents' Office as Document No. 14-6-16-17.)

Dr. Ramming said tuition and mandatory fees are being increased by 6.5 percent. He said it is disappointing to bring increases before the Board for the second year in a row in order to cover budget cuts by the State. He recognizes that every time there is an increase in tuition and fees there is an additional hardship created on the students. Increases are not taken lightly.

Regent Link noted that cuts to Connors State College for FY-2017 were \$331,000. Dr. Ramming affirmed this and said that is only in State appropriations and does not tell the entire story. He said the cut is approximately \$414,000 including the reductions in Section 13 offset funds, as well as less funding for senior concurrent tuition waivers. Regent Link said Connors' proposed budget for FY-2018 is \$3.7 million for the instruction component alone. That means the cuts would amount to a 10 to 11 percent reduction in appropriations for instructional purposes. Dr. Ramming affirmed this.

Regent Watkins said it is good to point out the cuts in State funding to the institutions, and reiterated that if there is media in attendance she hopes they are reporting on the budget cuts.

Regent Link reported that the Planning and Budgets Committee met with the administration of Connors State College to review the FY-2018 budget recommendations. He said the Committee acted to recommend Board approval as follows.

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

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

Balance of Agenda

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

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

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

CONNORS STATE COLLEGE

Warner, Oklahoma

June 16, 2017

Board of Regents for the Oklahoma A&M Colleges

Dear Board Member:

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

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

1. Personal Remarks – Dr. Ron Ramming

- Connors Connection
- Kaleidoscope
- Summer Enrollment Update

B. RESOLUTIONS:

None

C. POLICY AND OPERATIONAL PROCEDURES:

1. Organizational Chart

Board approval is requested for the attached Connors State College Institutional Organizational Chart for fiscal year 2018.

D. PERSONNEL ACTIONS:

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

Board approval is requested for the following employment changes:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>	<u>Assignment</u>	<u>Explanation</u>
Nolan Hildebrand	Agriculture Instructor/ Livestock Judging Coach	\$ 44,667	05/01/2017	12 month	Replacement
Freeman Culver	Interim Division Chair for Social Sciences	\$ 5,400	07/01/2017	12 month	Replacement
Lori Palmer	Interim Division Chair for Communications & Fine Arts	\$ 5,400	07/01/2017	12 month	Replacement
Robin O'Quinn	Interim VP for Academic Affairs	\$ 31,905	07/01/2017	12 month	Replacement
Brenda Lasiter	Nursing Instructor	\$ 44,167	08/01/2017	10 month	Replacement
Sarah Hudson	English & Humanities Instructor	\$ 39,250	08/01/2017	9 month	Replacement
Lisa Wade Berry	Political Science Instructor	\$ 36,750	08/01/2017	9 month	Replacement
Shyanne Ledford	Sociology Instructor	\$ 38,250	08/01/2017	9 month	Replacement
Mike Deese	Softball Head Coach	\$ 37,229	08/01/2017	10 month	Replacement

2. Information Requiring No Action by the Board

Mr. Daniel Edmonds, Agriculture Instructor, resigned effective April 30, 2017.

Ms. Katy Hutson, Nursing Instructor, resigned effective May 5, 2017.

Ms. Sharon Hendrix, English Instructor, retired effective June 30, 2017.

Dr. Julie Dinger, Interim Vice President for Academic Affairs, resigned effective June 30, 2017.

Dr. Ryan Blanton, Assoc. Vice President for External Affairs, resigned effective June 30, 2017.

Mr. Heath Hodges, Director of Information Technology and Institutional Research, resigned effective June 30, 2017.

3. Ratification of Interim Approval

Board ratification is requested for the attached Interim Approval, signed May 8, 2017, for the Vice President for Academic Affairs announcing a formal search to fill the position permanently.

4. Personnel and Salary Recommendations

Board approval is requested for the attached personnel recommendations and respective salaries for fiscal year 2018.

E. INSTRUCTIONAL PROGRAMS:

1. Off-Campus Course Offerings

Board approval is requested for off-campus delivery of the attached courses for the Fall 2017 semester.

F. BUDGETARY ACTIONS:

1. Proposed Fiscal Year 2018 Budget

Board approval is requested for the following budgets for fiscal year 2018: E&G I and II, and Auxiliary Enterprises (provided under separate cover).

G. OTHER BUSINESS AND FINANCIAL MATTERS:

1. Request for Acceptance of Real Property

Board approval is requested to accept a gift in kind from the Connors Development Foundation for a mural by Daniel Horsechief valued at \$9,000. The work of art was donated in April 2017 and is displayed in the Ogdon Family Connors State College Museum on the Warner Campus.

Board approval is also requested to accept a gift in kind from the Connors Development Foundation for furnishings valued at \$12,263 and were donated in April 2017 for the Ogdon Family Connors State College Museum on the Warner Campus.

Board approval is also requested to accept a gift in kind from the Connors Development Foundation for a tandem trailer valued at \$2,300. The trailer was donated to the college in May 2017 for use primarily for student activities and other campus events.

H. CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Clinical Affiliation Agreements

Authorization is requested to develop clinical affiliation agreements for fiscal year 2018 with the following:

Fort Gibson Nursing Home

Children's Clinic

DaVita

Cherokee County Nursing Center

Good Shepherd Health Clinic

Green Country Behavioral Health Services

Xpress Wellness

Maternal Family Practice

Muskogee Women's Clinic, Inc.

Three Rivers Surgical Care

Coweta Manor

Northeastern State University

Saint Francis Muskogee

Northeastern Health System, d/b/a Tahlequah Hospital Authority

Wagoner Hospital Authority, an Oklahoma Public Trust, d/b/a Wagoner Community Hospital

Broadway Manor

Wade Pediatrics

Parkview School for the Blind

Go Ye Village

Baptist Free Health Clinic

Countryside Estates Nursing Center

Central Baptist Church

Fort Gibson Medical Clinic

Reddy Care

Cornerstone Hospital of Muskogee

Taft Unit JDCC/EWCC

Cherokee Hills Family Medicine

The Little Light House

2. Memorandum of Understanding with Green Country Behavioral Health Services, Inc.

Board approval is requested to enter into the attached Memorandum of Understanding with Green Country Behavioral Health Services, Inc. in connection with providing behavioral health screening and crisis services as needed for the students of Connors State College. This agreement has been reviewed by legal counsel.

I. NEW CONSTRUCTION OR RENOVATION OF FACILITIES:

None

J. PURCHASE REQUESTS:

1. Purchase Orders Over \$75,000

Board approval is requested for the following purchase orders over \$75,000 for fiscal year 2018:

1. Food Services Sodexo	est. \$670,000
2. Maintenance Services C&W Services	est. \$829,048
3. Risk Management Division, OMES Property/Contents Insurance	est. \$ 71,483
4. Imagenet Consulting LLC	est. \$105,000
5. OSU Pro Rata Share of Cost	est. \$110,015
6. OSU CIS (SCT and new ERP cost)	est. \$144,018
7. Ramona Munsell Associates Consulting, Inc.	est. \$150,000

2. Request for Competitive Bid for Campus Security Services

Authorization is requested to competitively bid and award a contract for security services in the estimated annual amount of \$200,000. Bid specifications will include an option to renew for four additional one year periods with mutual agreement.

K. STUDENT SERVICES/ACTIVITIES:

1. Proposed Tuition and Mandatory Fees Increase Request

Authorization is requested for an increase in resident and non-resident tuition and mandatory fees as depicted below, effective fall semester 2017. CSC administration and student government leaders have worked very closely to bring about many changes that have been identified as priorities by the Student Body Government. While students, faculty, staff and administration understand the importance of access and affordability, everyone involved also expressed understanding that campus safety, campus life, quality education and co-curricular programming comes with related costs.

<u>Name of Fee</u>	<u>Current Per Cr. Hour</u>	<u>Proposed Per Cr. Hour</u>	<u>Increase Per Cr. Hour</u>
Resident Tuition	\$ 92.25	\$ 96.00	\$ 3.75
Technology Fee	9.00	12.00	3.00
Assessment Fee	3.00	3.00	-
Activity Fee	12.50	14.50	2.00
Other Mandatory Fees	<u>18.75</u>	<u>18.75</u>	<u>-</u>
Total Resident Tuition & Fees	\$ 135.50	\$ 144.25	\$ 8.75

Non-Resident Tuition	156.76	156.76	-
Total Non-Resident Tuition & Fees \$	292.26	\$ 301.01	\$ 8.75

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

None

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

1. **April 2017 Out-of-State Travel Report** *(see attached)*
2. **May 2017 Out-of-State Travel Report** *(see attached)*

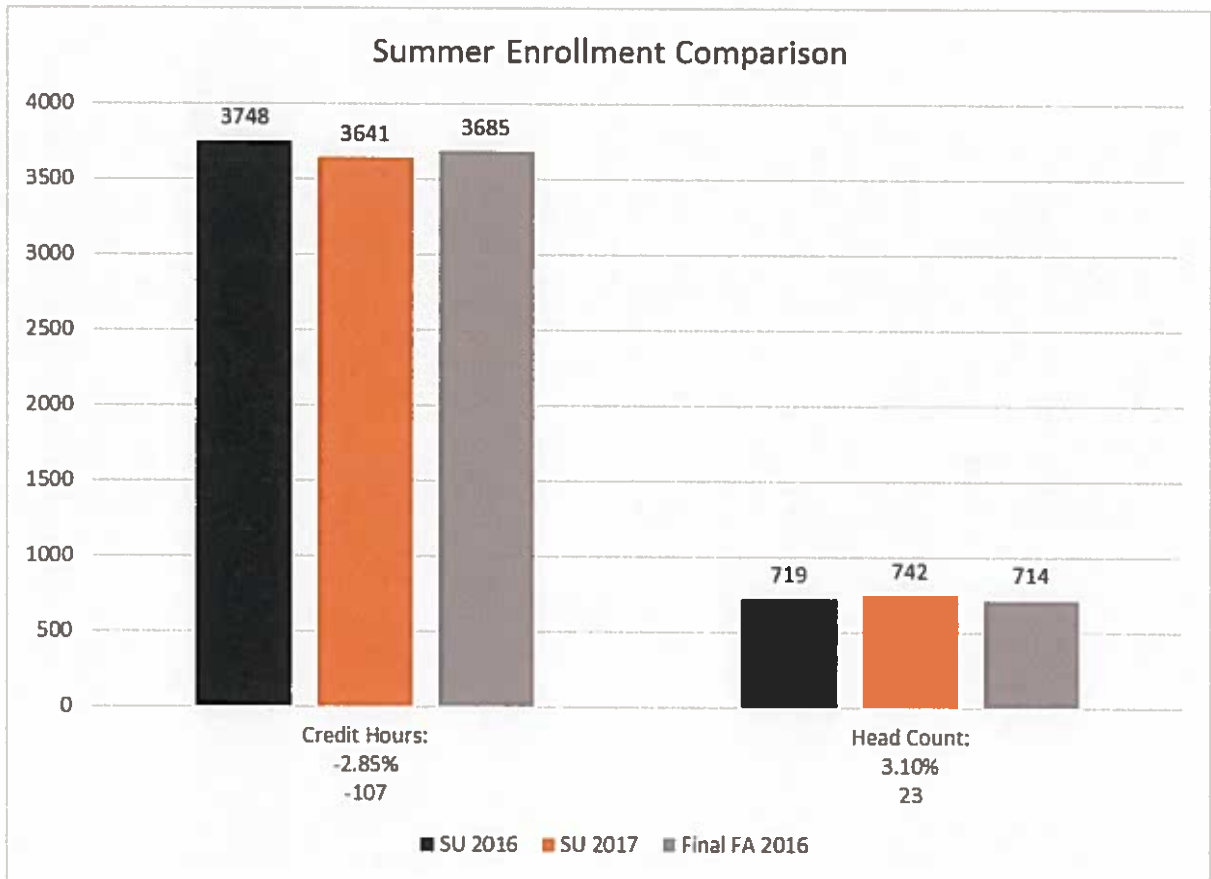
Respectfully submitted,



Dr. Ron Ramming
President

Summer 2017 Preliminary Enrollment Data

June 8, 2017

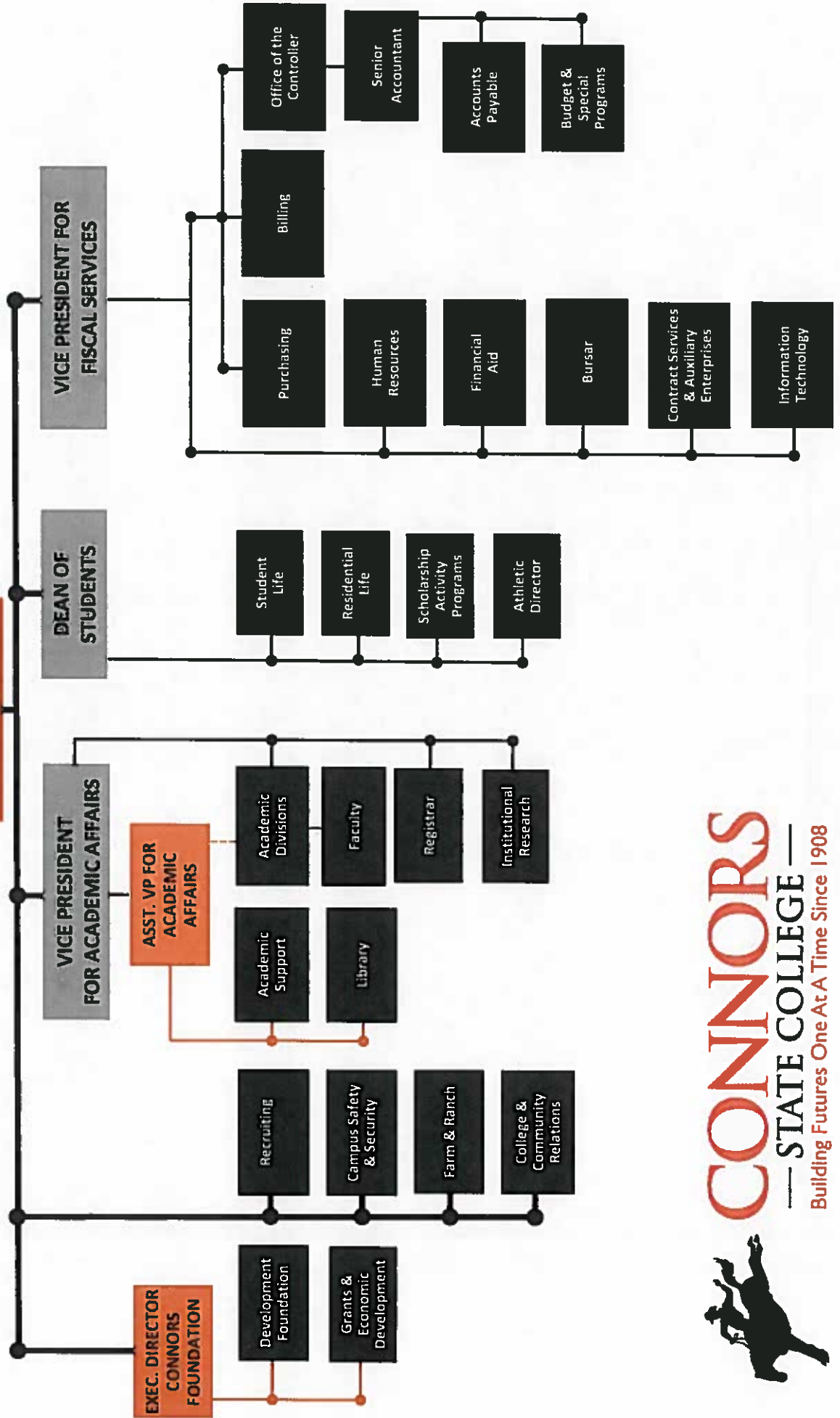


ORGANIZATIONAL CHART

DRAFT | JUNE 2017

OKLAHOMA A&M BOARD OF REGENTS

PRESIDENT



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

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

Connors State College

College/University from which Request for Interim Approval Originated

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

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

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

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

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

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

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

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$97,500 Estimated Annual Salary for Vice President for Academic Affairs

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

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

6.

(Optional) Signature of Requesting Administrator



(Required) Signature of President

Date

5.9.17

Date

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

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

REMARKS:

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

REMARKS:



Signature of the Chief Executive Officer or
his designated representative

5/8/17

Date



JOB DESCRIPTION

JOB TITLE: Vice President for Academic Affairs

REPORTS TO: President

CLASSIFICATION: Executive

STATUS: Full-time, exempt

LENGTH OF EMPLOYMENT: 12-month continuing position

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 the 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 college.
- Provide leadership for academic support areas; the Library, Success Centers, Registrar/Admissions Office and Advisement.
- Lead college's accreditation efforts and serve as the college's Accreditation Liaison Officer (ALO) for the Higher Learning Commission.
- 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 and oversees student success initiatives.

- 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 assessment
- 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
- Demonstrated willingness and ability to act ethically and socially responsible
- Adhere to principles of trust, teamwork, and collaboration
- Possess strong management and interpersonal skills
- Demonstrate an understanding of, sensitivity to, and respect for the diverse academic socio-economic, ethnic, cultural, and disability backgrounds of university students

EDUCATION/EXPERIENCE:

- Requires a doctorate from a regionally accredited institution in education, higher education administration, or relevant academic field.
- Successful administrative or educational leadership in higher education, curriculum design, instructional delivery and the elements of effective teaching and learning.
- Minimum of 5 years of successful education administration and leadership built on a solid record of teaching or related instructional experience. Experience at a two-year college is preferred.
- Experience with HLC accreditation process. Previous experience as an Accreditation Liaison Officer and or Peer Evaluator preferred.

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

SIGNED: _____ **DATE:** _____



CONNORS
— STATE COLLEGE —
Building Futures One At A Time Since 1908

Fall 2017 Off-Campus Courses

Muskogee High School

Strategies for Success
English Comp I
General Humanities I
Intro to Oral Communication
American Federal Government
Principles of Sociology

Hilldale High School

General Psychology
Strategies for Success
Comp I
College Algebra

Warner High School


English Comp I
American Federal Government
General Psychology

Stigler High School evenings

American Federal Government (ITV)
General Psychology

Wagoner High School (ITV) daytime

Principles of Sociology


Green Country
Behavioral Health Services, Inc.
caring people, caring for others
Memorandum of Understanding

This Memorandum of Understanding is between Green Country Behavioral Health (GCBHS) and Connors State College for counseling services for students referred by the university.

The following services will be provided at no charge: screening and crisis services that involve imminent harm to themselves or others.

Once the screening is completed, the student's eligibility for services based on their income will be ascertained. If they are eligible then they will be set up with a regimen for services. The student will be responsible for a small copay for any medications. If the individual has insurance and still qualifies for our services, then the only service that will have to be billed to their insurance is any outside laboratory tests and medication costs.

In the event that a student does not meet our eligibility guidelines, and has or does not have insurance then our agency will request payment in the amount of \$30.00 per session not to exceed 12 sessions. If the University made the referral, they can choose to be responsible for half of this amount and the student the other half. The fee listed only covers counseling services, all medication services will be handled through referrals to a PCP in the community.

In summary, here are the expectations:

- Connors college will refer students in need of mental health services to GCBHS.
- If a student meets GCBHS guidelines, then counseling services are free and a small copay for medications that student needs to pay.
- If a student meets GCBHS guidelines and has insurance, then only the medications will be billed against their insurance and the student is responsible for those costs.
- If a student does **not** meet GCBHS guidelines and has or does not have insurance, then a fee of \$30 will be charged for all counseling sessions, not to exceed 12, and medication service needs will result in a referral to a PCP in the community.
- This agreement is good for two years from the date signed. Either party may give a 30 days' notice to cancel this MOU.

Connors College: _____

Date: _____

GCBHS: _____

Date: _____



SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF APRIL 2017

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.	3	\$ 11,309.01	1	\$ 2,788.66	3	\$ 11,309.01	6	\$ 14,858.06
FEDERAL	1	\$ 1,223.50	0	0.00	3	\$ 4,388.81	5	\$ 17,778.10
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	4	\$ 12,532.51	1	\$ 2,788.66	6	\$ 15,697.82	11	\$ 32,636.16



SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF MAY 2017

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	2	\$ 2,514.91	3	\$ 11,309.01	8	\$ 17,372.97
FEDERAL	0	0.00	0	0.00	3	\$ 4,388.81	5	\$ 17,778.10
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	0	0.00	2	\$ 2,514.91	6	\$ 15,697.82	13	\$ 35,151.07

OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

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

Opening Comments by President Hargis

President Hargis said he will join the chorus of praise for Ms. Williams. He said in his five years as a Regent and almost ten years as President of OSU she has been steady as a rock, and he cannot thank her enough. He presented Ms. Williams with an impressionist painting of Old Central. Ms. Williams expressed appreciation for the beautiful painting.

President Hargis said he would also like to salute Dr. Shrum in “out-oranging” everyone. He said the Medical Academic Building is the most orange building he has ever seen, and he loves it. He thanked her for the dinner last evening.

President Hargis said enrollment for OSU looks good for FY-2018.

President Hargis requested Senior Vice President Joe Weaver to present information pertaining to Policy and Operational Procedures:

Approval of OSU Appropriate Use Policy for Information Technology

Vice President Weaver noted that this item was reviewed by the Academic Affairs, Policy and Personnel Committee.

Regent Burns reported that the Academic Affairs, Policy and Personnel Committee met with the administration of Oklahoma State University regarding approval of Policy 3-0601, Appropriate Use Policy for Information Technology. The Committee acted to recommend Board approval of the administrative recommendation.

Regent Burns moved and Regent Callahan seconded to approve OSU Policy 3-0601, Appropriate Use Policy for Information Technology, as presented.

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

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

Approval of Personnel Actions

Dr. Sandefur presented the personnel actions and recommended their approval with the exception of those items pertaining to separations and retirements, which are included as information items. The list includes 9 new appointments and 240 changes which include reappointments, changes in title, promotions, and/or tenure actions sent forward from the academic colleges and branch campuses. Also included in the listing are numerous appointments and reappointments to Endowed Chairs and Professorships. Dr. Sandefur requested Board approval of all personnel actions included in the OSU Agenda. For information, ten separations and five retirements are included. (These recommendations are listed under Section D-1 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-16-17.)

Regent Anthony moved and Regent Milner seconded to approve the personnel actions as listed in the OSU agenda.

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

Approval of Proposed New Degrees and Program Modifications

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

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

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

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

Approval of the Reorganization and Renaming of the OSU College of Education

Dr. Sandefur said he is pleased to present this item on behalf of Dean John Romans. He noted that this proposal is the outcome of an extensive two-year strategic planning process involving faculty, staff, students, and constituent groups to address organizational challenges with the existing structure of several large multidisciplinary units, and to plan for continuing growth in the health

and aviation programs. (The Reorganization and Renaming of the OSU College of Education is summarized in Section E-2 of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-16-17.) If approved, these requests will be sent to the Oklahoma State Regents for Higher Education for their consideration and approval.

Regent Burns said the Committee met with the OSU administration regarding approval of the reorganization and renaming of the OSU College of Education. The Committee acted to recommend Board approval.

Regent Burns moved and Regent Milner seconded to approve the reorganization and renaming of the OSU College of Education as presented in the OSU Agenda.

Regent Burns noted that after this change OSU's College of Education will be named the College of Education, Health and Aviation.

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

Approval of Annual Academic Program Reviews

Dr. Sandefur presented a list of 52 Academic Program Reviews that were completed in five of OSU's academic colleges and the OSU Center for Health Sciences during the 2016-2017 academic year. (The list of programs reviewed and the Academic Program Review Executive Summaries are collectively on file in the Board of Regents' Office as Document No. 2-6-16-17.) He said reports generated during this extensive five-year review process will also be sent to the Oklahoma State Regents for Higher Education for their review. Dr. Sandefur requested Board approval.

Regent Burns said the Academic Affairs, Policy and Personnel Committee met with the OSU administration regarding approval of the annual Academic Program Reviews. The Committee acted to recommend Board approval.

Regent Burns moved and Regent Milner seconded to approve the annual Academic Program Reviews as presented.

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

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

F-1 Approval of Fiscal Year 2018 Budget (OSU-System)

Mr. Weaver requested approval of the Fiscal Year 2018 budget, including 2018 Tuition and Fees for the OSU System. (The 2017-2018 Budget Materials summary is included in Exhibit II; the Executive Summaries for the General University and OSU's constituent budget agencies are included in Exhibit III; and the FY18 Tuition and Mandatory Fee Requests are included in Exhibit IV of the OSU Agenda, which is on file in the Board of Regents' Office as Document No. 1-6-16-17.)

Mr. Weaver said the budget items were discussed with the Planning and Budgets Committee at its meeting yesterday. (Documents presented by the OSU administration regarding the budget presentation for Oklahoma State University for Fiscal Year 2017-2018, including the Salary and Wage Budget and the Forms SR-A3 for Oklahoma State University and its constituent budget agencies, are collectively on file as Document No. 3-6-16-17.)

Regent Link noted that the reduction to OSU State appropriations for FY-2017 was \$11.9 million. He said the previous two years were \$37 million and \$8.4 million, respectively, for a total of \$57.5 million in cuts from the State for OSU over the past three years. Mr. Weaver affirmed this. Regent Link said the tuition and fee increases over the past nine years have averaged 3.2 percent. He said they have followed President Hargis' lead in being staunch advocates for not increasing tuition and fees unless absolutely necessary, and OSU has managed to make up for the appropriations deficit through enrollment. Mr. Weaver affirmed this and said that has been through the enrollment of undergraduate students, particularly non-resident students.

Regent Burns asked Mr. Weaver how long it would take before the State funded zero percent of higher education if this trend is continued at this rate. He said he knows Oklahoma is currently last in the nation for funding higher education. Mr. Weaver said he believes State appropriations for higher education could reach zero within the next decade if the current trend continues.

Regent Anthony said these are difficult and unusual times that have lasted longer than hoped while the economy in Oklahoma works to regain its momentum. He said one of the things Mr. Weaver has been working on is shared services, and the System is looking at how it can economize during these difficult times through shared services between OSU and the other A&M institutions. Shared services allows the institutions to be more economical and efficient. He offered encouragement to Mr. Weaver and the other A&M institutions' leadership to persist in that effort. He said he would like to hear a report at the next meeting regarding how the shared services effort is progressing. Mr. Weaver said he would be happy to provide a report at the next meeting. He said there was a great meeting yesterday regarding shared services and there was great progress made in the area of information technology, so he will be able to share some pretty interesting things that will be in place by the time of the next meeting. He said the System will not be able to cut its way to excellence through shared services, but it can certainly gain efficiencies, save money, and improve the overall System coordination and cooperation. Shared services alone will not dig the System out of the higher education budget deficit.

Regent Burns said he wants to ensure the right impression is given that it is not as though the A&M System has not been engaging in many ways to find efficiencies for the last nine years. Consequently, any improvements and efficiencies that would make a significant difference have already been found and performed. Now the System is down to finding even the smallest of ways

to save money, and the truth of it is that even if all of those are found they will make little difference with respect to funding levels. It is not as though the System will not continue to look for efficiencies because it will, but if the expectation is that finding those is going to somehow cure the funding problem, they will not. It is clear to him that the public needs to wake up to the idea that within a decade, students will be paying 100 percent of the costs of higher education unless there is a change of policy regarding how much higher education is valued in the State of Oklahoma.

Mr. Weaver said he appreciates Regent Burns' comments, and noted that in the committee meeting yesterday he reported that the state appropriations are at a twenty-year-old funding level. Higher education is receiving state appropriations equivalent to appropriations in 1996, but in 1996 OSU had approximately 6,000 fewer students than it has today.

Regent Burns said he truly believes that the average Oklahoman values higher education a great deal and simply does not realize that the institutions the Board has worked over 100 years to build are now perilously at risk. He said the public needs to be aware of just how serious the risk really is, and he is afraid that is not realized. To some degree, higher education is the victim of its own success. The cowboy way is that if you feel pain, you just "cowboy up" and go on, not saying anything and making the best with what is given. That only works for so long. When the institution is put at risk, it is a danger to every person who cares about the future of Oklahoma and a danger to everyone who wants their children to have the value of higher education. He said it is not discussed enough, and it is a disservice to higher education to "cowboy up" and go on. He said it is essential to begin telling people that this situation is serious.

Regent Link said one of the things that was discussed during yesterday's meeting is that the System was able to fund some of the shortfall through growth. The other side of that is that tuition and fees can only be raised so much and for so long before the cost becomes prohibitive not only for growth but also to sustain existing enrollment numbers.

Raising tuition and fees, which President Hargis has been very staunch against, will at some point cause no growth, as well as the inability to sustain enrollment numbers. The decreasing state appropriations level is doom and gloom, and he agrees with Regent Burns that somebody in the State government has to wake up and understand that higher education is almost in a death cycle.

Regent Davis said he did have the opportunity to attend the shared services committee meeting yesterday, and an observation he would like to make is that he appreciates the OSU administration's willingness to engage in this operation to help the entire System. He said he also appreciates the willingness of the other A&M institutional presidents to look for ways to work together for the betterment of the entire System. He wants to ensure the Board knows the institutions are working as a collective group.

Regent Link reported that the Planning and Budgets Committee met with the administration of Oklahoma State University to review the FY-2018 budget recommendations. The Committee acted to recommend Board approval as follows.

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

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

G-1 Approval of Peace Officer Actions (OSU-IT)

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

Regent Anthony moved and Regent Milner seconded to approve the recommendations of the OSU administration regarding peace officer commissions as follows.

Commission:

OSU-IT

Commission No.

Cynthia Thygesen
Kenneth Wigington

739
740

Cancellation:

OSU-IT

Commission No.

Robert Coleman

327

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

G-2 Approval to Accept Gift-in-Kind of Karsten Creek Golf Course

Mr. Weaver requested Board approval for the Board of Regents to accept the donation of Karsten Creek Golf course from OSU Cowboy Golf, LLC and the parent company, Cowboy Athletics, Inc.

Regent Burns moved and Regent Hall seconded to approve acceptance of the donation of Karsten Creek Golf course to the Board of Regents from OSU Cowboy Golf, LLC and the parent company, Cowboy Athletics, Inc.

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

G-3 Approval to Enter an Exchange Agreement with the City of Stillwater

Mr. Weaver requested Board approval for OSU to enter into an exchange agreement with the City of Stillwater. He noted that Exhibits V and VI in OSU's Board agenda illustrate the exchange of land. This exchange will help OSU provide for a new fire station in Stillwater along Western Road, and it will give OSU a site near Stillwater's power plant for its general electric research site.

Regent Anthony moved and Regent Callahan seconded to authorize OSU to enter into an Exchange Agreement with the City of Stillwater as presented.

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

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

Mr. Weaver requested Board approval to adopt Plan amendments to the retirement plans listed in the OSU Agenda. He noted that a significant change in these plans is with TIAA, which will adjust approximately 700 accounts for individuals with less than \$5,000 and roll them over to IRA accounts. This movement would help lower administrative costs with TIAA.

Regent Milner moved and Regent Reese seconded to adopt Plan amendments to the retirement plans listed in the OSU Agenda.

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

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

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

Mr. Weaver requested Board approval for items H-2 and H-3, noting that these items are OSU's annual contracts for development services for the OSU Foundation and management services for the OSU Alumni Association.

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

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

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

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

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

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

H-5 Approval to Grant Pedestrian Easement to City of Stillwater

Mr. Weaver requested Board approval to grant a pedestrian easement to the City of Stillwater for the construction of a sidewalk on the east side of Hedge Field, which will be a nice safety addition to the community.

Regent Davis moved and Regent Milner seconded to grant a pedestrian easement to the City of Stillwater, as presented.

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

H-6 Approval to Negotiate and Enter Into an Interim Funding Agreement with the Oklahoma State University Foundation

Mr. Weaver requested Board approval for OSU to enter into an interim funding agreement with the OSU Foundation for FY-2018. The Foundation would advance to OSU interim funding for the benefit of the Spears School of Business for a maximum amount of \$10 million to be reimbursed from forthcoming gifts, pledges, pledge payments, and other legally available funds as the Spears School of Business project is completed.

Regent Milner moved and Regent Link seconded to authorize the OSU President to negotiate and enter into an interim funding agreement with the OSU Foundation, as presented.

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

H-7 Approval to Grant a Temporary Construction Easement to the City of Oklahoma City (OSU-OKC)

Mr. Weaver requested Board approval to grant a temporary construction easement to the City of Oklahoma City.

Regent Burns moved and Regent Anthony seconded to authorize OSU-OKC to grant a temporary construction easement to the City of Oklahoma City, as presented.

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

I-1 Approval to Begin the Selection Process for On-Call Consultants to Provide Mechanical, Electrical & Plumbing (MEP) and Civil Engineering As-Needed Services to the University System and Institutions Governed by the Board (OSU-System)

Mr. Weaver requested Board approval to begin the selection process for on-call consultants to provide Mechanical, Electrical & Plumbing (MEP) and civil engineering as-needed services to the University System and institutions governed by the Board.

Regent Callahan moved and Regent Reese seconded to authorize Oklahoma State University to begin the selection process for on-call consultants to provide Mechanical, Electrical & Plumbing (MEP) and civil engineering as-needed services to the University System and institutions governed by the Board.

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

I-2 Approval to Select an Architectural Firm to Assist the University with the Programming and Conceptual Design of a New Research and Teaching Laboratory Building for the Division of Agricultural Sciences and Natural Resources

Mr. Weaver requested Board approval to select an architectural firm to assist the University with the programming and conceptual design of a new research and teaching laboratory building for the Division of Agricultural Sciences and Natural Resources. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration to consider the selection of an architectural firm to assist the University with the programming and conceptual design of a new research and teaching laboratory building for the Division of Agricultural Sciences and Natural Resources. He said the Committee acted to recommend Board approval to select Studio Architecture of Oklahoma City, Oklahoma.

Regent Anthony moved and Regent Milner seconded to select Studio Architecture, Oklahoma City, Oklahoma, as the architectural firm to assist the University with the programming and conceptual design of a new research and teaching laboratory building as presented.

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

I-3 Approval to Begin the Selection Process for an Architectural Firm to Assist the University with the Programming and Conceptual Design of a New Agronomy Station Research, Extension, and Teaching Complex for the Division of Agricultural Sciences and Natural Resources

Mr. Weaver requested approval to begin the selection process for an architectural firm to assist the University with the programming and conceptual design of a new Agronomy Station Research, Extension, and Teaching Complex for the Division of Agricultural Sciences and Natural Resources. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration regarding this item and the Committee acted to recommend Board approval.

Regent Anthony moved and Regent Hall seconded to authorize Oklahoma State University to begin the selection process for an architectural firm to assist the University with the programming and conceptual design of a new Agronomy Station Research, Extension, and Teaching Complex as presented.

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

I-4 Approval to Select an Architectural Firm to Assist the University with the Design and Construction of a New Geology Core Storage Building

Mr. Weaver requested Board approval to select an architectural firm to assist the University with the design and construction of a new Geology Core Storage Building. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration to consider the selection of an architectural firm to assist the University with the design and construction of a new Geology Core Storage Building. He said the Committee acted to recommend Board approval to select Guernsey, Oklahoma City, Oklahoma.

Regent Anthony moved and Regent Milner seconded to select Guernsey, Oklahoma City, Oklahoma, as the architectural firm to assist the University with the design and construction of a new Geology Core Storage Building as presented.

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

I-5 Approval to Select a Construction Management Firm to Assist the University with the Design and Construction of a New Geology Core Storage Building

Mr. Weaver requested Board approval to select a construction management firm to assist the University with the design and construction of a new Geology Core Storage Building. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration to consider the selection of a construction management firm to assist the University with the design and construction of a new Geology Core Storage Building. He said the Committee acted to recommend Board approval to select Lippert Bros., Oklahoma City, Oklahoma.

Regent Anthony moved and Regent Hall seconded to select Lippert Bros., Oklahoma City, Oklahoma, as the construction management firm to assist the University with the design and construction of a new Geology Core Storage Building as presented.

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

I-6 Approval to Begin the Selection Process for an Architectural Firm to Assist the University with the Programming and Conceptual Design of a Renovation of the Human Sciences West Building for the College of Human Sciences

Mr. Weaver requested Board approval to begin the selection process for an architectural firm to assist the University with the programming and conceptual design of a renovation of the Human Sciences West Building for the College of Human Sciences. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration regarding this request and acted to recommend Board approval.

Regent Anthony moved and Regent Milner seconded to authorize Oklahoma State University to begin the selection process for an architectural firm to assist the University with the programming and conceptual design of a renovation of the Human Sciences West Building for the College of Human Sciences as presented.

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

I-7 Approval to Demolish Building 652, North Sheep Barn

Mr. Weaver requested approval to demolish the North Sheep Barn located in Stillwater, Oklahoma.

Regent Davis moved and Regent Hall seconded to approve the demolition of Building 652, North Sheep Barn, as presented.

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

I-8 Approval to Engage a Management Company and Begin the Detailed Planning of the Shooting Range to be Located at Lake Carl Blackwell

Mr. Weaver requested Board approval to negotiate with Elm Fork Shooting Sports, a management company, to develop a contract to construct, operate, and maintain a public shooting range at Lake Carl Blackwell. Mr. Weaver said this item was discussed with the Fiscal Affairs and Plant Facilities Committee at its meeting yesterday.

Regent Anthony said the Committee met with the OSU administration regarding this request and acted to recommend Board approval.

Regent Anthony moved and Regent Burns seconded to authorize Oklahoma State University to negotiate with Elm Fork Shooting Sports to develop a contract to construct, operate, and maintain a public shooting range at Lake Carl Blackwell as presented.

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

J Approval of Purchase Request Items

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

Regent Reese moved and Regent Milner seconded to approve Item J-1 as listed in the OSU Agenda (purchase request Nos. 1-7, Exhibit I, OSU Agenda).

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

Regent Milner moved and Regent Reese seconded to approve the Revolving and Appropriated Funds, Auxiliary Enterprises, and Plant Funds items as listed in the OSU Agenda (purchase request Nos. 8-25, Exhibit I, OSU Agenda).

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

Remarks by President Hargis Regarding FY-2018 Budgets

President Hargis said he would like to thank Regent Watkins for her service as Chair of the Board. He noted that he has been involved in all three of her terms as Chair, either as a fellow Regent or as the OSU President, and she has always done a great job. He agrees with Regent Burns that this has likely been the most challenging of all Chairmanships to have held, and they are fortunate to have had her leadership.

President Hargis said the State has had cuts across its entire government, but none of the cuts have been as disproportionate as higher education. He said the University is an incredible economic engine for the State of Oklahoma, and he would say the same for all of the institutions in the A&M System. OSU and OU are big economic engines that bring in approximately \$340 million per year in tuition and fees and federal grants and contracts alone. That does not account for all of the other money that is spent by students and their families in the State of Oklahoma. Most economists would multiply that number by at least three to five times, which would total over \$1 billion in revenue. The University is being slowly crippled in its ability to be competitive. Higher education is a competitive business; the institution must have competitive salaries, facilities, and tuition and fees. Through growth, energy savings, fundraising, and becoming self-insured, the administration is running out of ideas to lower costs. Consequently, a dilemma is reached: if tuition and fees are not raised, OSU will not have the money to stay competitive in salaries and facilities due to the decline in State appropriations. If tuition and fees are raised too high, enrollment will be lost. He wonders where the institution can go from this point. He said he wishes the State understood that other than places like Tinker Air Force Base, there is likely not another industry that is bringing in outside money to the State like OSU and OU. He has tried to make that case at the State Capitol, and Jessica Russell has also been very articulate in making that case for higher education, but he would like to urge everyone to talk about the cuts every chance they have to get the State to understand that this cannot all be laid onto the students. If it is, the institutions will lose students, which translates to losing college graduates in Oklahoma. In that process, the State that we know and love will be lost.

Regent Burns said higher education is starving itself to death; this is not a diet. The reductions may have started out as a diet to get to an ideal weight, but approximately four years ago higher education got below its ideal weight. At this point, the institutions really are starving to death, and anyone who thinks otherwise does not have the correct facts. He said a way must be found to let the entire public know this fact. He does not believe that the public knows and believes it is assumed they would hear more alarm from higher education leaders in the event that something was dying.

President Hargis said there is a lot of misinformation being spread. He said there seems to be an Op Ed every couple of weeks that is flat wrong. For instance, one recent piece said that higher education encourages violence and does nothing to avoid it. It was also said that OSU had huge administrative growth, but in fact OSU's administrative costs are actually down.

Regent Anthony said he concurs with President Hargis' comments. He said more and more of the brightest faculty members are being lost because other universities that are not in such a financial hardship are recruiting those bright research people and teachers by offering higher pay. President

Hargis said that is the same situation as the common education school teachers. He said he believes Oklahoma was one of only three states to reduce the support of higher education in the country. Regent Anthony said Oklahoma is one of the highest in the ranking of cuts to education.

Regent Burns said higher education needs to be sounding the alarm, and the challenge is how to do that without people losing hope in the future. He does not want to send the message to the world that Oklahoma has given up on education and businesses should no longer move to the state in expectation that Oklahomans will have quality higher education. That is not the desired message, but that is where Oklahoma is headed. There is something seriously wrong, and to the extent that the alarm is not being sounded, he is afraid people will have the impression that the situation is not so bad. It is now incumbent upon higher education to be alarming.

Regent Davis said it was discussed in the Planning and Budgets Committee meeting yesterday that this is a human story as well. Connors State College and some of the other A&M institutions have high percentages of their students who are first generation college students. The reality of the situation is that entire generations will be lost through forcing the institutions to raise tuition to the point that first generation college students simply cannot afford to attend. That is the human side of this issue, and this affects families on local levels. Accessibility to higher education is so important.

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

Public Comments

Chair Watkins said 15 minutes are provided for members of the public who would like to address the Board, and she asked if there was anyone who wished to address the Board at this time. There being none, the Board continued with its business.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
OF INTEREST TO ALL THE UNIVERSITIES/COLLEGES
MEETING OF JUNE 16, 2017

Chair Watkins called upon the Committee Chairs of the following Committees to give reports.

Academic Affairs, Policy and Personnel Committee

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

Approval of Salaries for Institutional Presidents

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

Regent Burns moved for the continued employment of the Presidents of Connors State College, Langston University, Northeastern Oklahoma A&M College, Oklahoma Panhandle State University, and Oklahoma State University at the terms represented in Schedule A (which is on file in the Board of Regents' Office as Document No. 15-6-16-17) and of the Board staff at the compensation levels represented in the Board Budget Attachment. Regent Anthony seconded the motion.

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

Audit, Risk Management and Compliance Review Committee

Approval of Audit Plan for Fiscal Year 2018

Regent Davis said the Committee met and received a recommendation regarding the Internal Audit Plan for FY 2017-2018 and a status update of audit and post audit review reports. The Committee acted to recommend Board approval. (The Audit Plan for Fiscal Year 2018 is on file in the Board of Regents' Office as Document No. 17-6-16-17.)

Regent Davis moved and Regent Link seconded to approve the Internal Audit Plan for Fiscal Year 2018 as presented.

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

Fiscal Affairs and Plant Facilities Committee

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

Planning and Budgets Committee

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

Approval of Board of Regents' FY-2018 Budget Documents

Regent Anthony said the Committee received an update on the FY-2017 budget issues and the establishment of budgetary priorities and proposed budgets for FY-2018 for the operations of the Board of Regents (Executive/Administrative Operations, Office of Legal Counsel, and Office of Internal Audit.) The Committee acted to recommend Board approval as follows. (The FY-2018 budget documents for the Board of Regents are collectively on file in the Board of Regents' Office as Document No. 16-6-16-17.)

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

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

Personnel Actions

Mr. Ramsey presented two personnel actions for the Board's consideration with regard to the Board's Executive Office and the Office of Legal Counsel. (A copy of the summary of personnel actions is attached to this portion of the minutes as ATTACHMENT A.)

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

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

Election of Board Officers

Chair Watkins said with the change in the Board officer terms coinciding with the fiscal year, at this meeting the Board considers the reorganization of Board officers. According to the Rules of the Board of Regents, there are three officers of the Board consisting of the Chairman, Vice Chairman, and Secretary, which position is that of a non-voting executive officer of the Board. Therefore, nominations are open for the positions of Chairman, Vice Chairman, and Secretary of the Board, effective July 1, 2017, through June 30, 2018.

Regent Hall said it is his privilege to nominate the Board officers for 2017-2018.

Regent Hall moved to nominate Doug Burns as Chairman, Calvin Anthony as Vice Chairman, and Jason Ramsey as Secretary, effective July 1, 2017, through June 30, 2018. Regent Davis seconded the motion.

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

Closure to the Presidential Evaluation Process

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

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

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

Revision of Board Rule 30:10-01-19

Mr. Ramsey presented a proposed revision to Board Rule 30:10-01-19, Reporting of Sexual Assault Allegations. (A copy of Board Rule 30:10-01-19 showing the proposed revisions is attached to this portion of the minutes as ATTACHMENT B.) This revision removes the Independent Advocate positions from under the Board of Regents. Advocates are now in place at each institution and the Stillwater advocate positions that were under the Board budget will transition to OSU's budget. As part of this change, job descriptions for these positions will still make it clear that they should work with the Board's Office of Legal Counsel when necessary. Mr. Ramsey said he appreciates the assistance that Brandee Hancock and Steve Stephens have provided in this process.

Regent Anthony moved and Regent Milner seconded that the Board approve the changes to Board Rule 30:10-01-19 Reporting of Sexual Assault Allegations.

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

Ms. Finley said she would like to express appreciation to Chair Watkins for her guidance and leadership this past year. She also thanked Cheryl Williams for all of the help she has provided to the Office of Internal Audit.

Chair Watkins said she would like to express to Dr. Shrum the Board's appreciation for her wonderful hospitality. The events last evening were enjoyable by all, the new facility is beautiful, and Dr. Shrum's leadership is much appreciated.

Adjournment

At approximately 2:02 p.m., Chair Watkins announced that the meeting was adjourned.

June 16, 2017, Board Meeting

PERSONNEL ACTIONS**BOARD OF REGENTS (EXECUTIVE/ADMINISTRATIVE OPERATIONS)****POSITION AND COMPENSATION CHANGE**

- **Eldridge, Kyla**, Executive Administrative Associate (effective July 1, 2017) at a salary of \$45,000.

RETIREMENT (for information only)

- **Williams, Cherilyn**, Executive Administrative Associate (effective July 5, 2017).

BOARD OF REGENTS (OFFICE OF LEGAL COUNSEL)**EMPLOYMENT**

- **McCool, Katie**, Administrative Assistant (effective July 10, 2017) at a salary of \$30,000

RESIGNATION (for information only)

- **Mariani, Annamaria**, Administrative Associate (effective September 5, 2017)

Reporting of Sexual Assault Allegations

30:10-01-19

The sexual assault provisions of the federal Campus Security Act require each institution governed by the Board of Regents to distribute as part of its Annual Security Report a statement regarding the institution's sexual assault prevention programs, the procedures that will be engaged in following sex offenses, education programs aimed at preventing sex offenses, possible sanctions imposed for sex offenses, procedures for on-campus disciplinary action in cases of alleged sexual assault, notification of on- and off-campus counseling, mental health or other student services for victims of sex offenses, and a notification to students that the institution will change a victim's academic and living situations after an alleged sex offense and the options for those changes.

Deleted: Campus

In addition to these statutory requirements, when institutions under the governance of the Board of Regents become aware of allegations of sexual assault, appropriate law enforcement officials and the Sexual Assault Victim Advocate at the appropriate Board institution shall be notified, as soon as practicable, of such allegations, including the name of the alleged perpetrator of the sexual assault.

Deleted: Board of Regents' Independent

Deleted: for victims of sexual assault

Adopted Date:
March 1, 2013

Revised:
April 28, 2017

MEETING OF THE A & M BOARD OF REGENTS

June 16, 2017

A.R. and Marylouise Tandy Medical Academic Building
OSU Center for Health Sciences
1111 W. 17th St.
Tulsa, 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 13, 2016.

Approval of Order of Business

Approval of Minutes of Special Board Meeting of April 20, 2017

Approval of Minutes of Regular Board Meeting of April 21, 2017

Approval of Minutes of Special Board Meeting of June 5, 2017

DATES OF NEXT REGULAR MEETINGS

For **Information** Purposes Only:

September 8, 2017 -- Miami, Oklahoma – Calcagno Family Ballroom, Student Union,
Northeastern Oklahoma A&M College

For **Consideration** of Approval:

October 20, 2017 -- Stillwater, Oklahoma – Council Room, 412 Student Union,
Oklahoma State University

BUSINESS WITH COLLEGES AND UNIVERSITIES

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

PUBLIC COMMENTS

COMMITTEE REPORTS

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

OTHER BUSINESS OF THE BOARD OF REGENTS

Reports or recommendations by the Chief Executive Officer

- a. General Business
- b. General Counsel
- c. Chief Audit Executive

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

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

DATE: June 16, 2017

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

PLACE: 4th Floor Conference Center, A.R. and Marylouise Tandy Medical Academic Building, OSU Center for Health Sciences, 1111 W. 17th St., Tulsa, Oklahoma.

NOTICE OF THIS MEETING WAS FILED WITH THE SECRETARY OF STATE ON SEPTEMBER 13, 2016.

Business:

- Approval of Order of Business
- Approval of Minutes of Special Board Meeting of April 20, 2017
- Approval of Minutes of Regular Board Meeting of April 21, 2017
- Approval of Minutes of Special Board Meeting of June 5, 2017
- Announcement of meeting on September 8, 2017, in the Calcagno Family Ballroom, Student Union, Northeastern Oklahoma A&M College, Miami, Oklahoma.
- Approval of meeting on October 20, 2017, in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma.
- Recognition of Chair Lou Watkins
- Recognition of Cherilyn Williams

OKLAHOMA PANHANDLE STATE UNIVERSITY

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

* The Board will have breakfast on Friday, June 16, 2017, at 7:30 a.m. in Room 351, Tandy Building, OSU-CHS, 1111 W. 17th Street, Tulsa, Oklahoma, with Oklahoma State University President Burns Hargis and possibly other OSU administrators and representatives of affiliated entities for informal discussion. Various subjects may come up for discussion including recent activities/developments pertaining to legislative/governmental issues, matters affecting State funding, administrative issues, systemization, future staffing, capital projects including new construction and renovation, educational programs, student matters, athletics, external relations, budget matters, fund raising, student recruitment and retention, and Board communications. The Board may also receive from the Chief Executive Officer announcements of general information and interest, information on Board administrative operations, and information about recent and upcoming meetings and discussions. The Board will have lunch at approximately 11:00 a.m. in the 4th Floor Lecture Hall, Tandy Building, on the OSU-CHS campus.

--Resolutions

Adoption of Memorial Resolutions for Mrs. Diane Bryant and Mr. David Miller

--Policy and Operational Procedures

Approval of OPSU Alcohol Policy

Approval of OPSU Financial Exigency Policy

--Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

Approval of FY-2018 OPSU personnel actions

--Instructional Programs

Approval of revisions to General Education requirements and program modifications

Approval to adjust degree plans

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

Approval of FY-2018 budget documents

--Contractual Agreements (other than construction and renovation)

Approval to award contract for a food service provider

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

Approval of FY-2018 purchase orders

--Student Services/Activities

Approval of campus housing rate increases

--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

NORTHEASTERN OKLAHOMA A&M COLLEGE

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

Remarks by President Hale

NEO Update

--Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

--Instructional Programs

Approval of program deletions and program modifications

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

Approval of FY-2018 budget documents

Approval of 2017-18 Faculty and Professional, Classified and Support Personnel Salary Recommendations

Approval to transfer funds from E&G Operating Fund and Auxiliary Fund to the Unexpended Plant Fund in support of debt service

--Other Business and Financial Matters

Approval of Peace Officer's commission

Approval of Master Lease revenue bonds

Approval to expend funds according to grant guidelines for Adult Education & Family Literacy Grant for FY-2018

Approval to expend funds according to financial aid program guidelines for the Supplemental Educational Opportunity Grant and Federal Work Study of the Student Financial Aid programs for FY-2018

--Contractual Agreements (other than construction and renovation)

Approval to exercise the one-year option with Sodexo Operations, LLC, to manage and operate food services for NEO

Approval of clinical facilities for Health Science programs

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

Approval to solicit bids for and award purchase order to lowest and best bidder for a new 28 passenger bus

--Student Services/Activities

Approval of increases in tuition and mandatory fees for FY-2018

--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

2017 summer camps activity schedules

LANGSTON UNIVERSITY

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

Livestock inventory

--Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

Approval to continue the employment of Langston University's personnel for FY-2018

- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
 - Approval to accept a grant from the National Institute of Food and Agriculture/USDA
 - Approval of FY-2018 budget documents
 - Approval to accept funding for the Federal Supplemental Educational Opportunity Grant and Federal Work-Study Program from the United States Department of Education for FY-2018

- Other Business and Financial Matters
 - Cancellation of peace officers' commissions

- Contractual Agreements (other than construction and renovation)
 - Approval to enter into a Bookstore Operating Agreement with Follett Higher Education Group, Inc.
 - Approval to enter into an agreement with Crawford & Associates, P.C.
 - Approval to renew the sponsorship of Sankofa Middle School of Creative and Performing Arts for five years, pending final approval by the Office of Legal Counsel

- New Construction or Renovation of Facilities
 - Approval to subcontract for the removal of asbestos from and demolition of the old President's residence
 - Approval to replace the second boiler in the boiler house on the Langston campus
 - Approval to replace carpet in Centennial Court Apartments

- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
 - Approval of FY-2018 purchase orders
 - Ratification of interim approval to purchase materials and supplies needed to replace the carpeting in six buildings within the Centennial Court Apartments complex

- Student Services/Activities
 - Approval to adopt a revised Student Handbook, pending final approval by the Office of Legal Counsel
 - Approval to increase tuition for all resident and non-resident, undergraduate, graduate, and physical therapy students
 - Approval to increase mandatory fees
 - Approval to increase campus housing rental rates
 - Approval to increase campus meal plan rates
 - Approval to assess a new Wellness Facility Fee
 - Approval to re-classify an existing remedial course fee as a co-requisite fee

- New Business Unforeseen At Time Agenda Was Posted

- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel summaries

CONNORS STATE COLLEGE

- General Information/Reports Requiring No Action by the Board
 - Remarks by President Ramming
 - Connors Connection
 - Kaleidoscope
 - Summer enrollment update

- Policy and Operational Procedures
 - Approval of CSC Institutional Organizational Chart for FY-2018

- Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
 - Ratification of interim approval of the position description for Vice President for Academic Affairs and announcement of a formal search to fill the position
 - Approval of personnel and salary recommendations for FY-2018

- Instructional Programs
 - Approval for off-campus delivery of courses for the Fall 2017 semester

- Budgetary Actions: adoption of a new budget or revision of a budget, etc.
 - Approval of FY-2018 budget documents

- Other Business and Financial Matters
 - Approval to accept gifts-in-kind of real property from the Connors Development Foundation

- Contractual Agreements (other than construction and renovation)
 - Approval to develop clinical affiliation agreements for FY-2018
 - Approval to enter into a Memorandum of Understanding with Green Country Behavioral Health Services, Inc., to provide behavioral health screening and crisis services as needed for the students of Connors State College

- Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
 - Approval of FY-2018 purchase orders
 - Approval to competitively bid and award a contract for security services

- Student Services/Activities
 - Approval of proposed tuition and mandatory fees increases

- New Business Unforeseen At Time Agenda Was Posted

- Other Informational Matters Not Requiring Action of the Board at this Meeting
 - Out-of-state travel summaries

OKLAHOMA STATE UNIVERSITY

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

Opening comments by President Hargis

--Policy and Operational Procedures

Approval of new OSU Policy 3-0601 *Administration and Finance Appropriate Use Policy for Information Technology*

--Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

--Instructional Programs

Approval of proposed new degrees and program modifications

Approval of reorganization and renaming of the OSU College of Education

Approval of academic program reviews

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

Approval of FY-2018 budget documents

--Other Business and Financial Matters

Approval of Peace Officers actions (OSU-IT)

Approval to accept gift-in-kind of Karsten Creek Golf Course

Approval to enter an Exchange Agreement with the City of Stillwater

--Contractual Agreements

Approval of changes to the OSU/A&M retirement plans

Approval to execute a contract for development services with the Oklahoma State University Foundation

Approval to execute a contract for management services with the Oklahoma State University Alumni Association

Approval to execute a Memorandum of Understanding with the Oklahoma State University Alumni Association

Approval to grant pedestrian easement to City of Stillwater

Approval to negotiate and enter into an interim funding agreement with the Oklahoma State University Foundation

Approval to grant temporary construction easement to City of Oklahoma City (OSU-OKC)

--New Construction or Renovation of Facilities

Approval to begin the selection process for on-call consultants to provide mechanical, electrical & plumbing and civil engineering as-needed services to the University System institutions governed by the Board

Approval to select an architectural firm to assist the University with the programming and conceptual design of a new research and teaching laboratory building for the Division of Agricultural Sciences and Natural Resources

Approval to begin the selection process for an architectural firm to assist the University with the programming and conceptual design of the new Agronomy Station Research, Extension, and Teaching Complex for the Division of Agricultural Sciences and Natural Resources

Approval to select an architectural firm to assist the University with the design and construction of a new Geology Core Storage building

Approval to select a construction management firm to assist the University with the design and construction of a new Geology Core Storage building

Approval to begin selection process for an architectural firm to assist the University with the programming and conceptual design of a renovation of the Human Sciences West Building for the College of Human Sciences

Approval to demolish Building 652, North Sheep Barn

Approval to engage a management company and begin the detailed planning of the shooting range located at Lake Carl Blackwell

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

Approval of miscellaneous purchases of equipment, materials, supplies, and professional services

--New Business Unforeseen At Time Agenda Was Posted

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

PUBLIC COMMENTS

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

COMMITTEE REPORTS

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

Academic Affairs, Policy and Personnel Committee

Executive Session, if so approved by the required vote of members present to consider the evaluation/assessment and other information relevant to the employment of the President of Connors State College; the President of Langston University; the President of Northeastern Oklahoma A&M College; the President of Oklahoma Panhandle State University; the President of Oklahoma State University and OSU System; OSU-OKC President; OSU Institute of Technology-Okmulgee President; OSU-Tulsa President; OSU Center for Health Sciences President and Dean; Oklahoma State University Vice Presidents and Deans; Head Coaches of Oklahoma State University; Chief Executive Officer of the Board; and the staff of or personnel who are responsible directly to the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges for the fiscal year beginning July 1, 2017. (Oklahoma Open Meeting Act §307B.1.)

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

Audit, Risk Management and Compliance Review Committee

Receive information and a possible recommendation regarding the Internal Audit Plan for FY 2017-2018.

Fiscal Affairs and Plant Facilities Committee

Planning and Budgets Committee

Receive information and a possible recommendation from the staff of the Board of Regents regarding an update on FY-2017 budget issues and the establishment of budgetary priorities and proposed budgets for FY-2018 for the operations and/or budgetary functions coordinated by the Board of Regents, including any recommendations on salaries and wages.

OTHER BOARD OF REGENTS' BUSINESS

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

--Personnel Actions RE: appointments, reappointments, changes in salary, changes in title, reclassification, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

--Purchase Requests (purchases of equipment, supplies, materials, professional services, etc.)

--Other Business Matters Requiring Action of the Board

Election of Board officers

Approval to bring closure to the presidential evaluation/assessment process

Approval of revision to Board Rule 30:10-01-19


--Reports/comments/recommendations by Chief Executive Officer

--Reports/comments/recommendations by General Counsel


--Reports/comments/recommendations by Chief Audit Executive

--New Business Unforeseen At Time Agenda Was Posted


BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES

By: 
Douglas E. Burns, Chairman

ATTEST:


Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents of the Oklahoma Agricultural and Mechanical Colleges on September 8, 2017.


Kyla Eldridge
Executive Administrative Associate