

# **MINUTES**

of the

**BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES**

for the

April 26, 2019

Regular Board Meeting



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OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

April 26, 2019

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES, APRIL 26, 2019

*Notice of this meeting was filed with the Oklahoma Secretary of State on September 13, 2018.*

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Ballroom of the Student Union at Oklahoma Panhandle State University in Goodwell, Oklahoma, on April 26, 2019.

Board members present: Mr. Calvin J. Anthony, Chairman; Mr. Tucker Link, Vice Chairman; Mrs. Blayne Arthur; Mr. Douglas Burns; Mr. Jarold Callahan; Mr. Rick Davis; Mr. Joe Hall; Dr. Trudy Milner; and Mrs. Lou Watkins.

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. Kyla Eldridge, Executive Administrative Associate; and Ms. Nicole Nixon, Administrative Assistant.

After the Chief Executive Officer announced a quorum was present and affirmed that all documents had been filed, the meeting was called to order at approximately 10:37 a.m.

MATTERS PERTAINING TO THE BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES OF INTEREST TO ALL THE  
UNIVERSITIES/COLLEGES MEETING OF APRIL 26, 2019

1. Approval of Order of Business

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

Regent Milner moved and Regent Callahan seconded to approve the Order of Business as presented.

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



2. Approval of minutes of Special Board Meeting

3. Approval of minutes of Regular Board Meeting

Regent Burns moved and Regent Link seconded to approve the minutes of the February 28, 2019, Special Meeting and the March 1, 2019, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

4. Announcement of Next Board Meeting

Chairman Anthony announced that the next Board meeting will be held on June 14, 2019, in Conference North, 3<sup>rd</sup> Floor Student Union, Oklahoma State University-Oklahoma City, 900 N. Portland Ave., Oklahoma City, Oklahoma.

5. Approval of Future Board Meeting

Regent Milner moved and Regent Link seconded to approve the meeting scheduled for September 13, 2019, in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma.

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



MEETING OF THE A & M BOARD OF REGENTS

ATTACHMENT A

**April 26, 2019**

Ballroom  
Student Union  
Oklahoma Panhandle State University  
Goodwell, 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, 2018.

Approval of Order of Business

Approval of Minutes of Special Board Meeting of February 28, 2019

Approval of Minutes of Regular Board Meeting of March 1, 2019

**DATES OF NEXT REGULAR MEETINGS**

For **Information** Purposes Only:

June 14, 2019 -- Oklahoma State University-Oklahoma City, Conference North,  
3<sup>rd</sup> Floor Student Union, Oklahoma City, Oklahoma

For **Consideration** of Approval:

September 13, 2019 -- Oklahoma State University, Council Room, 412 Student Union,  
Stillwater, Oklahoma

**BUSINESS WITH COLLEGES AND UNIVERSITIES**

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

**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**

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

**April 26, 2019 – 10:00 a.m.**

Ballroom  
Student Union  
Oklahoma Panhandle State University  
Goodwell, Oklahoma

*Notice of this meeting was filed with the Secretary of State on September 13, 2018. At the time this agenda is posted, detailed institutional agendas are available in the Office of the Board of Regents for review.*

#### **BOARD OF REGENTS' BUSINESS**

1. Approval of Order of Business
2. Approval of minutes of Special Board Meeting held February 28, 2019
3. Approval of minutes of Regular Board Meeting held March 1, 2019
4. Announcement of meeting on June 14, 2019, in Conference North, 3<sup>rd</sup> Floor Student Union, Oklahoma State University-Oklahoma City, 900 North Portland, Oklahoma City, Oklahoma
5. Approval of meeting on September 13, 2019, in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma

#### **OKLAHOMA STATE UNIVERSITY**

##### **A – General Information/Reports Requiring No Action by the Board**

1. Comments by President V. Burns Hargis

##### **B – Resolutions**

1. Adoption of Memorial Resolution for Larry C. Hicks
2. Adoption of Memorial Resolution for Otis A. Hill Jr.
3. Adoption of Memorial Resolution for Lester E. Hunter
4. Adoption of Memorial Resolution for James F. S. Jackson Jr.
5. Adoption of Memorial Resolution for Helen C. Miller
6. Adoption of Memorial Resolution for Scott D. Millington
7. Adoption of Memorial Resolution for Roger J. Panciera
8. Adoption of Memorial Resolution for Richard W. Poole

##### **C – Policy and Operational Procedures**

1. Approval of revisions to OSU Policy #1-0540 *Consideration of Removing Names of Facilities*
2. Ratification of interim approval for the position description and announcement for Vice President of Student Experience at OSU-OKC
3. Ratification of interim approval authorizing President Hargis to sign the Amendment No. 1 to Amended and Restated Grant of Rights Agreement



**OKLAHOMA STATE UNIVERSITY** *(continued)*

D – Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. *(Items listed under D-1 in the OSU agenda.)*

E – Instructional Programs

1. Approval of proposed new degrees and program modifications

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

*None*

G – Other Business and Financial Matters

1. Approval of peace officer action
2. Approval to renovate the Greenwood Tennis Center and enter into a gift-in-kind agreement
3. Approval to reject bids on oil and gas lease sales
4. Approval to accept transfer of utilities from the City of Stillwater
5. Approval to ratify an oil and gas lease between the OSU Foundation and Rebellion Energy, LLC
6. Authorization to lease land on OSU-Tulsa campus to Tulsa County (OSU-TUL)

H – Contractual Agreements (other than construction and renovation)

*None*

I – New Construction or Renovation of Facilities

1. Approval to continue with an architectural firm to assist the University with the design and construction of a new Flight Training Center
2. Approval to begin the selection process for a construction management firm to assist the University with the design and construction of a new Flight Training Center
3. Approval to adjust the previously approved project amount for the Performing Arts Center and the School of Music
4. Approval to select an architect to assist the University with the design and construction of a renovation to the Gallery of the Donald W. Reynolds School of Architecture

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

1. Approval of purchase request items *(Items listed under J-1 through J-4 of the OSU agenda)*

K – Student Services/Activities

1. Approval of proposed rate changes for University Dining Services meal plan
2. Approval of proposed room and board rates for OSUIT-Okmulgee for 2019-2020 (OSUIT)

L – New Business Unforeseen at Time Agenda was Posted

M – Other Informational Matters Not Requiring Action of the Board

1. Naming agreements for interior spaces



**NORTHEASTERN OKLAHOMA A&M COLLEGE**

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

1. Remarks by President Hale
  - April 2019 “NEO Update”
2. Faculty Profile
3. Budget Update
4. Deferred Maintenance Program Updates
5. Commencement Exercises 2019
6. NEO Partnership with GRDA - Sublease Annual Revenue Update

B – Resolutions

*None*

C – Policy and Operational Procedures

1. Drug Screening Policy for programs with clinical components

D – Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. (*Items listed under D-1 in the NEO agenda.*)

E – Instructional Programs

*None*

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

*None*

G – Other Business and Financial Matters

1. Ratification of interim approval to enter into an OSRHE Master Lease Purchase Program
2. Approval of Resolution declaring intent to reimburse expenditures from tax-exempt bond proceeds

H – Contractual Agreements (other than construction and renovation)

*None*

I – New Construction or Renovation of Facilities

*None*

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

*None*

K – Student Services/Activities

*None*

L – New Business Unforeseen at Time Agenda was Posted

M – Other Informational Matters Not Requiring Action of the Board

1. OSRHE FTE Employee Report
2. Out-of-state travel summaries for February and March 2019



**CONNORS STATE COLLEGE**

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

1. Remarks by President Ron Ramming
  - Connection Magazine
  - Commencement Exercises

B – Resolutions

1. Adoption of Memorial Resolution for Ron Gasaway

C – Policy and Operational Procedures

*None*

D – Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. *(Item listed under D-1 in the CSC agenda.)*

E – Instructional Programs

1. Approval for CSC to continue to work with Northeastern State University, Northeastern Health System, and the Cherokee Nation towards the establishment of a satellite Nursing Degree Program in Tahlequah

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

*None*

G – Other Business and Financial Matters

*None*

H – Contractual Agreements (other than construction and renovation)

*None*

I – New Construction or Renovation of Facilities

*None*

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

*None*

K – Student Services/Activities

*None*

L – New Business Unforeseen at Time Agenda was Posted

M – Other Informational Matters Not Requiring Action of the Board

1. Out-of-state travel summary for February 2019
2. Out-of-state travel summary for March 2019
3. Third Quarter FY19 F.T.E. Report



## **LANGSTON UNIVERSITY**

### **A – General Information/Reports Requiring No Action by the Board**

1. Remarks by President Kent Smith
  - Implementation of administrative reorganization effective July 1, 2019

### **B – Resolutions**

1. Adoption of Memorial Resolution for Eloise Hemphill

### **C – Policy and Operational Procedures**

*None*

### **D – Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. (*Items listed under D-1. through D-12. in the LU agenda.*)**

### **E – Instructional Programs**

1. Approval to modify course descriptions in preparation for ten-year accreditation site visit by CAPTE in 2021
2. Approval of LU Division of Academic Affairs Program Reviews

### **F – Budgetary Actions: adoption of a new budget or revision of a budget, etc.**

1. Approval to accept a grant from NIFA/USDA entitled “LINC 2.0 - Enhanced Goat Management and Education Tool” and to expend grant funds according to grant guidelines
2. Approval to accept a grant from NIFA/USDA entitled “Sustainable Use of Saline Water by Ruminant Livestock Species” and to expend grant funds according to grant guidelines
3. Approval to submit a request to the OSRHE for a distribution from the LU Endowment in the amount of \$3.5 million to supplement funding for scholarships in FY 2019

### **G – Other Business and Financial Matters**

1. Approval to decommission David Wallis as a Campus Police Officer
2. Approval to decommission Ryan Piersing as a Campus Police Officer
3. Approval to decommission William Foster as a Campus Police Officer
4. Approval to commission Joshua Rafferty as a Campus Police Officer
5. Approval to commission Monte Mangum as a Campus Police Officer
6. Approval to commission Alissa Kimmel as a Campus Police Officer
7. Approval to commission Derek Poole as a Campus Police Officer

### **H – Contractual Agreements (other than construction and renovation)**

1. Approval to renew lease agreement with Millwood Public Schools for space housing the LU-Oklahoma City campus

### **I – New Construction or Renovation of Facilities**

1. Approval to select an architectural firm to assist the University with the design and construction of a new Horticulture Facility
2. Approval to select a construction manager at risk to assist the University with the design and construction of a new Horticulture Facility



**LANGSTON UNIVERSITY** *(continued)*

- J – Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
1. Ratification of interim approval to procure a new Point of Sale (POS) system
  2. Ratification of interim approval to use Belfor for emergency disaster recovery services to remediate the effects of flooding at the LU-Tulsa campus due to frozen water lines
  3. Approval for the LU School of Physical Therapy to utilize the state contracted vendor, McKesson Medical-Surgical, to procure laboratory equipment for use in instruction
- K – Student Services/Activities
1. Approval to adopt an institutional Attendance Policy
  2. Approval of Community Standards for Residential Life and Housing Services
- L – New Business Unforeseen at Time Agenda was Posted
- M – Other Informational Matters Not Requiring Action of the Board
- None*

**OKLAHOMA PANHANDLE STATE UNIVERSITY**

- A – General Information/Reports Requiring No Action by the Board
1. Remarks by President Tim Faltyn
  2. Panhandle Magazine
- B – Resolutions
- None*
- C – Policy and Operational Procedures
- None*
- D – Personnel Actions RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. *(Items listed under D-1. and D-2. in the OPSU agenda.)*
- E – Instructional Programs
1. Approval of degree program modifications
- F – Budgetary Actions: adoption of a new budget or revision of a budget, etc.
- None*
- G – Other Business and Financial Matters
1. Ratification of interim approval to submit appropriate documents to the OSRHE and to take all necessary action to refund potential projects through the Master Lease Program
- H – Contractual Agreements (other than construction and renovation)
- None*
- I – New Construction or Renovation of Facilities
- None*



**OKLAHOMA PANHANDLE STATE UNIVERSITY** *(continued)*

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

*None*

K – Student Services/Activities

*None*

L – New Business Unforeseen at Time Agenda was Posted

M – Other Informational Matters Not Requiring Action of the Board

1. Out-of-state travel summaries for February and March 2019
2. March 2019 FTE Report

**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**

*(All business discussed by this Committee was presented during the business of Oklahoma State University, Northeastern Oklahoma A&M College, Langston University, and Oklahoma Panhandle State University.)*

**Audit, Risk Management and Compliance Review Committee**

*None*

**Fiscal Affairs and Plant Facilities Committee**

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

**Planning and Budgets Committee**

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

**OTHER BOARD OF REGENTS' BUSINESS**

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

*None*

2. Resolutions

*None*



**OTHER BOARD OF REGENTS' BUSINESS** *(continued)*

3. Policy and Operational Procedures

*None*

4. 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.

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

*None*

6. Other Business Matters Requiring Action of the Board

*None*

7. Reports/comments/recommendations by Chief Executive Officer

8. Reports/comments/recommendations by General Counsel

9. Reports/comments/recommendations by Chief Audit Executive

10. New Business Unforeseen at Time Agenda was Posted

11. Other Informational Matters Not Requiring Action of the Board

*None*



OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

President Burns Hargis and members of the Oklahoma State University (OSU) administration appeared before the Board of Regents to present the business of OSU and review the Agenda for members of the Board. (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 1-4-26-19.)

- B-1 Adoption of Memorial Resolution for Larry C. Hicks
- B-2 Adoption of Memorial Resolution for Otis A. Hill Jr.
- B-3 Adoption of Memorial Resolution for Lester E. Hunter
- B-4 Adoption of Memorial Resolution for James F.S. Jackson Jr.
- B-5 Adoption of Memorial Resolution for Helen C. Miller
- B-6 Adoption of Memorial Resolution for Scott D. Millington
- B-7 Adoption of Memorial Resolution for Roger J. Panciera
- B-8 Adoption of Memorial Resolution for Richard W. Poole

President Hargis presented information to recognize the service of the individuals listed and noted that the statements for each individual as prepared by their respective departments are listed under Section B of the OSU Agenda. President Hargis presented the Memorial Resolutions and recommended their adoption. (A copy of the Memorial Resolutions are attached to this portion of the minutes and collectively identified as ATTACHMENT A.)

Regent Burns moved and Regent Davis seconded to adopt the Memorial Resolutions listed in Section B, Items 1-8, as presented in the OSU Agenda.

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

- C-1 Approval of revisions to OSU Policy #1-0540 *Consideration of Removing Names of Facilities*

President Hargis said OSU has a policy for facilities naming, but not for the removal of names. A committee chaired by Provost Sandefur conducted a thorough review of name removal policies from similar universities across the country. The committee had a wide representation of the campus community, including administrators, faculty, faculty council, undergraduate students, graduate students, alumni, and foundation representatives.

Regent Callahan asked if it takes a supermajority vote to remove the name from a facility. Provost Sandefur responded affirmatively, and said it was felt that removing the name of a building is a very serious thing that must have a careful analysis. There are several stages of approval before the final request for approval by the Board. Regent Burns said the policy notes that in order to pass, the vote must be comprised of two-thirds of the voting body. Regent Callahan said he found



it interesting that if the vote cannot reach a super majority, the Committee can then recommend through a majority vote to place a plaque or exhibit providing historical context of the namesake.

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

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

C-2 Ratification of interim approval for the position description and announcement for Vice President of Student Experience at OSU-OKC

C-3 Ratification of interim approval authorizing President Hargis to sign the Amendment No. 1 to Amended and Restated Grant of Rights Agreement on behalf of Oklahoma State University as a member institution of the Big 12 Conference

Regent Milner moved and Regent Link seconded to approve Section C, Items 2 and 3 as presented in the OSU Agenda.

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

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

D-1 Approval of personnel actions

Provost 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. These include 50 new appointments, 9 changes in title, rate, or appointment, and 13 sabbatical leave requests. For information, 7 retirements and 4 separations are included.

Regent Milner moved and Regent Link seconded to approve the personnel items as presented in Item D-1 in the OSU Agenda.

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



E-1 Approval of proposed new degrees and program modifications

Provost Sandefur said he is pleased to present program modifications and new degree requests for OSU Stillwater. If approved, these requests will be sent to the OSRHE for consideration of approval. This item was discussed by the Academic Affairs, Policy and Personnel (AAPP) Committee at its meeting this morning.

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

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

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

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

G-1 Approval of peace officer action

Decommission:

OSU-Tulsa  
Lynn Reed

Commission No.  
755

G-2 Approval to renovate the Greenwood Tennis Center and enter into a gift-in-kind agreement

G-3 Approval to reject bids on oil and gas lease sales

G-4 Approval to accept transfer of utilities from the City of Stillwater

G-5 Approval to ratify an oil and gas lease between the Oklahoma State University Foundation and Rebellion Energy, LLC

G-6 Authorization to lease land on OSU-Tulsa campus to Tulsa County (OSU-TUL)

Regent Milner moved and Regent Burns seconded to approve Section G, Items 1-6, as presented in the OSU Agenda.

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

I-1 Approval to continue with an architectural firm to assist the University with the design and construction of a new Flight Training Center

Mr. Weaver said Items I-1 through I-4 were discussed with members of the Fiscal Affairs and Plant Facilities (FAPF) Committee during its meeting this morning.



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

Regent Davis moved and Regent Hall seconded to continue with the architectural firms McFarland and Mead & Hunt to assist the University with the design and construction of a new Flight Training Center, as presented in Item I-1 in the OSU Agenda.

Regent Link asked Mr. Weaver to email the master plan for the Flight Center to the Board members. Mr. Weaver affirmed that he will do so.

Regent Davis said Mr. Weaver shared with the Committee during its meeting the demand for this program and the lack of ability to meet that demand. This project will help meet the demand going forward.

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

I-2 Approval to begin the selection process for a construction management firm to assist the University with the design and construction of a new Flight Training Center

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

Regent Davis moved and Regent Hall seconded to begin the selection process for a construction management firm to assist the University with the design and construction of a new Flight Training Center, as presented in Item I-2 in the OSU Agenda.

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

I-3 Approval to adjust the previously approved project amount for the Performing Arts Center and the School of Music

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

Regent Davis moved and Regent Hall seconded to adjust the previously approved project amount for the Performing Arts Center and the School of Music, as presented in Item I-3 in the OSU Agenda.

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



I-4 Approval to select an architect to assist the University with the design and construction of a renovation to the Gallery of the Donald W. Reynolds School of Architecture

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

Regent Davis moved and Regent Hall seconded to select Rand Elliott Architects of Oklahoma City, Oklahoma, as the architectural firm to assist the University with the design and construction of a renovation to the Gallery of the Donald W. Reynolds School of Architecture, as presented in Item I-4 in the OSU Agenda.

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

J-1-4 Approval of Purchase Requests

Regent Link moved and Regent Hall seconded to approve the purchase requests listed in Sections J-1-4, Items 1-13, as presented in the OSU Agenda.

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

K-1 Approval of proposed rate changes for University Dining Services meal plan

Mr. Weaver noted items K-1 and K-2 were discussed with members of the Planning and Budgets (P&B) Committee at its meeting this morning.

Regent Milner said the P&B Committee met with the OSU administration regarding this item and acted to recommend Board approval.

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

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

K-2 Approval of proposed room and board rates for OSUIT-Okmulgee for 2019-2020 (OSUIT)

Regent Milner said the P&B Committee met with the OSU administration regarding this item and acted to recommend Board approval.

Regent Milner moved and Regent Watkins seconded to approve Item K-2 as presented in the OSU Agenda.



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

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



**MEMORIAL RESOLUTION**

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Larry C. Hicks, Professor, Retired, Biology, and Department Head, Retired, Computer Science, OSU-Oklahoma City, was claimed by death on January 27, 2019; and

WHEREAS, Professor Hicks, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from July 1, 1981, to the date of his retirement, June 1, 2000, and as a citizen worthy of commemoration and respect; and

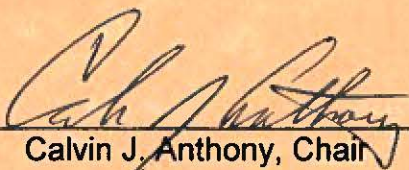
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.



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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Otis A. Hill Jr., Assistant Professor, Retired, Division of Engineering, OSU-Oklahoma City, was claimed by death on March 9, 2019; and

WHEREAS, Professor Hill, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from July 1, 1971, to the date of his retirement, August 16, 2001, and as a citizen worthy of commemoration and respect; and

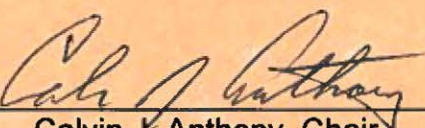
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.

  
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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Lester E. Hunter, Associate Professor, Retired, Mechanical Technology, and Director, Retired, Admissions, OSU-Oklahoma City, was claimed by death on February 9, 2019; and

WHEREAS, Dr. Hunter, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1961, to the date of his retirement, July 1, 1986, and as a citizen worthy of commemoration and respect; and

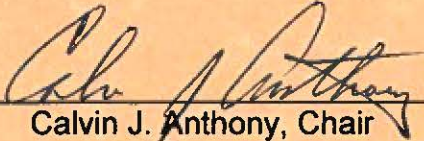
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.

  
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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that James F. S. Jackson Jr., Associate Professor, Retired, Finance, Spears School of Business, was claimed by death on November 30, 2018; and

WHEREAS, Dr. Jackson, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1964, to the date of his retirement, May 31, 1998, and as a citizen worthy of commemoration and respect; and


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

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

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

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

Adopted by the Board the 26th day of April 2019.

  
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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Helen C. Miller, Associate Professor, Emeritus, Zoology, College of Arts and Sciences, was claimed by death on January 8, 2019; and

WHEREAS, Dr. Miller, by her loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from January 23, 1963, to the date of her retirement, May 1, 1990, and as a citizen worthy of commemoration and respect; and

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

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

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

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

Adopted by the Board the 26th day of April 2019.

  
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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Scott D. Millington, Assistant Professor, Retired, Architecture, OSU-Oklahoma City, was claimed by death on January 20, 2019; and

WHEREAS, Professor Millington, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from October 1, 1981, to the date of his retirement, August 1, 2009, and as a citizen worthy of commemoration and respect; and

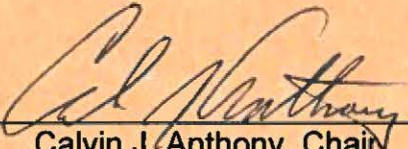
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.

  
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Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Roger J. Panciera, Professor, Emeritus, Veterinary Pathobiology, Center for Veterinary Health Sciences, was claimed by death on March 22, 2019; and

WHEREAS, Dr. Panciera, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1956, to the date of his retirement, July 1, 2016, and as a citizen worthy of commemoration and respect; and

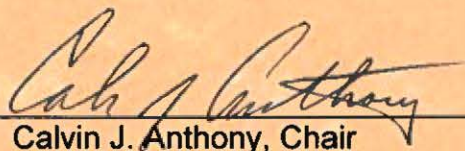
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.

  
Calvin J. Anthony, Chair



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Richard W. Poole, Regents Distinguished Service Professor, Emeritus, and former Vice President, University Relations, Development and Extension, was claimed by death on March 14, 2019; and

WHEREAS, Dr. Poole, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from February 1, 1960, to the date of his retirement, July 1, 1994, and as a citizen worthy of commemoration and respect; and

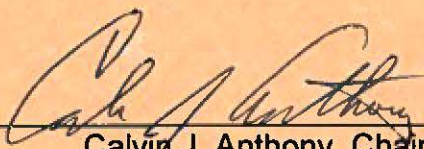
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 26th day of April 2019.

  
\_\_\_\_\_  
Calvin J. Anthony, Chair



NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA

Dr. Mark Rasor, Vice President for Fiscal Affairs, appeared before the Board of Regents to present the business of Northeastern Oklahoma A&M College (NEO) and review the Agenda for members of the Board. (The NEO Agenda is attached to this portion of the minutes.)

Dr. Rasor highlighted various informational items listed under Section A of the NEO agenda. With regard to Item A-3, he said NEO's enrollment was down this year and cash is down approximately \$1 million. He estimates NEO will be down by \$600,000 in revenue this year and there is a soft spending freeze in place across campus. There is potential good news of NEO receiving Section 13 Offset money, which he said will be particularly helpful in relation to the deferred maintenance program.

C-1 Approval of Drug Screening Policy for programs with clinical components

Dr. Rasor noted that this item was discussed with the Academic Affairs, Policy and Personnel (AAPP) Committee at its meeting this morning.

Regent Link said the AAPP Committee met with the NEO administration regarding this item and acted to recommend Board approval.

Regent Link moved and Regent Callahan seconded to approve Item C-1 as presented in the NEO Agenda.

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

G-1 Ratification of interim approval to enter into an OSRHE Master Lease Purchase Program

G-2 Approval of Resolution declaring intent to reimburse expenditures from tax-exempt bond proceeds

Regent Callahan moved and Regent Milner seconded to approve Section G, Items 1 and 2, as presented in the NEO Agenda.

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

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



# NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma

April 26, 2019

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

April 2019 "NEO Update"

### 2. Faculty Profile

Adjunct vs Full-time Faculty

Year (Fall)	Full-time Faculty	Total Adjunct/Staff Teaching Classes	Adjunct Only	Total
2007	77	34	30	111
2012	68	63	49	131
2017	56	54	41	110
2018	56	59	41	115

Disciplines that have the greatest number of course sections taught by adjunct and staff (non-faculty) in Fall of 2018 only:

- **English** – 13 sections taught by adjunct and staff
- **Speech** – 12 sections taught by adjunct and staff; all sections of speech are taught by adjunct and staff (no full-time speech faculty)
- **Math** – 9 sections taught by adjunct and staff;

Source: NEO Institutional Research. Prepared by Bethene Fahnestock, PhD, VPAA, April 3, 2019

### 3. Budget Update

### 4. Deferred Maintenance Program Updates



**PART A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD (Continued)**5. Commencement Exercises 2019

Northeastern Oklahoma A&M College's 98th Commencement is scheduled for Thursday, May 9<sup>th</sup> at 7:00 p.m. at Robertson Field. This year's speaker is the Honorable Ben Loring. You are cordially invited to attend all Commencement events.

6. NEO Partnership with GRDA - Sublease Annual Revenue Update

NEO leases 2538 acres from GRDA and subleases 1412 acres. Subleasing the acreages has generated total revenue of \$44,000 over the past 3 years with additional revenue expected.

**PART B - RESOLUTIONS**

None

**PART C - POLICY AND OPERATIONAL PROCEDURES**1. Drug Screening Policy for Programs with Clinical Components

Board approval is requested for a new Drug Screen Policy for Programs with Clinical Components (Reference Document #1). The policy has been reviewed and approved by Board Legal Counsel.

**PART D - PERSONNEL ACTIONS**

## 1. Information Requiring No Action by the Board -

- a. Appoint Joe Renfro as Athletic Director at annual salary of \$70,500 (12 months' employment) effective 7/1/19. Joe was named Interim Athletic Director on 7/1/18.
- b. Eric Iverson, Head Softball & Volleyball Coach, retiring July 1, 2019. (28 years employment)
- c. Sidney Morgan, Academic Coordinator of Clinical Ed. – Physical Therapist Assistant Program retiring August 1, 2019. (21 years employment).
- d. Marsha Cleaver, Nursing Instructor retiring June 1, 2019. (6 years employment)

**PART E - INSTRUCTIONAL PROGRAMS**

None

**PART F - BUDGETARY ACTIONS**

None



**PART G - OTHER BUSINESS AND FINANCIAL MATTERS****1. Interim Approval- Authorization of the 2019 Master Lease Program**

We request ratification of the previously granted interim approval to enter into an Oklahoma State Regents for Higher Education Master Lease Purchase Program for \$1,250,000. The proceeds will be used to fund the deferred maintenance projects previously approved. The Council of Bond Oversight requires Board approval prior to pricing which was scheduled for April 22, 2019 therefor interim approval was needed.

**2. Resolution declaring an intent to reimburse expenditures from tax-exempt bond proceeds**

Board approval is request for the attached Resolution (Reference Document # 2). The resolution is required by the IRS to maintain the tax-free status of the issued bonds if the College intends to expend its own funds and then reimburse itself for project expenditures.

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

None

**PART I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

None

**PART J - PURCHASE REQUESTS**

None

**PART K - STUDENT SERVICES/ACTIVITIES**

None

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

None

**PART M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD****1. OSRHE FTE Employee Report**

The OSRHE Employee Reports (Reference Document #3) for fiscal quarters, September 30, 2017 – March 31, 2019.



**PART M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD (continued)**2. Out-of-State Travel Summary

The Summary for Out-of-State Travel for February and March 2019 are attached.

Respectfully Submitted,



Dr. Jeffery L. Hale  
President

## Out State Travel Reports

Northeastern Oklahoma A&M College								
Summary of Out-of-State Travel as of				<b>Feb-19</b>				
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.		\$0.00	4	\$595.04	15	\$4,318.81	17	\$3,478.58
Federal		\$0.00	2	\$1,323.20	0	\$0.00	8	\$2,099.63
Private								
Auxiliary	2	\$502.96	6	\$483.99	11	\$2,700.49	19	\$2,359.61
Other								
Total	2	\$502.96	12	\$2,402.23	26	\$7,019.30	44	\$7,937.82



Northeastern Oklahoma A&M College								
Summary of Out-of-State Travel as of			<b>Mar-19</b>					
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.		\$0.00	4	\$1,425.96	15	\$4,318.81	21	\$4,904.54
Federal		\$0.00	0	\$0.00	0	\$0.00	8	\$2,099.63
Private								
Auxiliary	2	\$228.58	3	\$369.00	13	\$2,929.07	22	\$2,728.61
Other								
Total	2	\$228.58	7	\$1,794.96	28	\$7,247.88	51	\$9,732.78



## **NORTHEASTERN OKLAHOMA A&M COLLEGE DRUG SCREENING POLICY FOR PROGRAMS WITH CLINICAL COMPONENTS**

### **Scope**

The (*name of program*) includes clinical experiences as part of the degree completion requirements. The program enters into agreements with participating clinical affiliates for clinical experiences designed to meet these program requirements. The information in this policy is intended for all applicants admitted to the (*name of program*) and for all currently enrolled (*name of program*) students in meeting the clinical affiliates' requirements for drug screening and compliance with the clinical affiliates' policies, as defined in this policy.

### **Compliance with Federal Regulations**

As an institution that receives federal funding, Northeastern Oklahoma A&M College ("NEO") is legally bound to comply with the Federal Drug-Free Schools and Communities Act ("DFSCA"), which mandates the implementation of drug prevention programs and prohibits the use of illegal drugs on campus and/or at NEO-sponsored events and activities. Furthermore, NEO must also comply with the Federal Controlled Substances Act ("FCSA"), which criminalizes the growth and use of marijuana. Therefore, despite the recent passage of State Question 788, federal law requires NEO to adopt and adhere to policies prohibiting the unlawful use, possession and/or distribution of illegal drugs, including marijuana. Consequently, NEO prohibits the use, possession, distribution or cultivation of marijuana for any reason at both the Miami Campus and the Grove Center and at any events authorized or supervised by NEO.

### **Principles**

The general principles used by the (*name of program*) Faculty in developing this policy are that:

1. Substance abuse compromises both the educational process and client care.
2. The (*name of program*) has a commitment to the health, welfare, and safety of students and clients.

### **Definitions**

#### Controlled Substance

A drug or substance that is listed in Schedules I through V of the Federal Controlled Substances Act (21 U.S.C. § 812).

#### Drug Screen

A laboratory test administered for the purpose of determining the presence or absence of a Controlled Substance, its metabolites, or alcohol.

#### Medications or Prescribed Drugs

Medications or prescribed drugs, for purposes of this policy, are drugs that an individual may be taking under the direction of a licensed medical professional to address specific physical, emotional, or mental condition that could impair their ability to perform required duties. To lawfully take a prescription drug, a student must be under the direct medical care of the licensed health care professional. Although medical marijuana is legal in the State of Oklahoma, marijuana is a Schedule 1 Controlled Substance under 21



U.S.C. § 812 and continues to be a prohibited substance for purposes of this policy even with a valid prescription or license.

### **Identification of Vendors**

The *(name of program)* will designate a qualified and approved vendor(s) to perform the drug screenings. Results from any company or government entity other than those designated by the *(name of program)* will not be accepted.

### **Allocation of the Cost**

The student is responsible for all costs associated with the required drug screenings during the initial enrollment process and any additional drug screening in accordance with the requirements in this policy.

### **Policy for the Possession, Use and/or Distribution of Drugs**

It is the policy of the NEO *(name of program)* to provide a learning environment that is free from the use, sale, possession, or distribution of illegal controlled substances or the improper or abusive use of alcohol and other legal drugs. Additionally, this policy requires that *(name of program)* students perform their duties without the presence of illegal controlled substances, alcohol, or medicine or prescribed drugs that may impair a student's ability to perform required duties.

The manufacture, use, possession, sale, purchase or transfer of illegal controlled substances, alcohol, and/or medicine or prescribed drugs that may impair a student's ability to perform required duties by a *(name of program)* student is prohibited. Arriving at the *(name of building i.e. Nursing Building, Osborn Family Lab Science Building, or Cunningham Hall)*, clinical affiliate, or other school related location, while under the influence of any of the above substances is prohibited. The *(name of program)* prohibits the use or abuse of such drugs.

Students in the *(name of program)* practicing in the clinical agencies will be subject to and must abide by the policies of the agency in which they are practicing as a *(name of program)* student. A student may be required to have alcohol or drug screening alone or in combination. Any student who refuses to submit to initial or subsequent screening will be deemed to have submitted a positive Drug Screen result and will be dismissed from the *(name of program)*.

### **Drug Screening Policy**

The objective of this policy is to ensure a safe, healthy and efficient work environment for students and the community. The faculty and staff of the *(name of program)* will utilize every reasonable measure to maintain a drug and alcohol free environment.

*(name of program)* will require a/an *(number)*-panel Drug Screen, which tests for: *(List of drugs that the program requires – NOTE: varies by the program)*

In addition, *(name of program)* may additionally require alcohol screening.



### **Rationale**

1. Health care providers are entrusted with the health, safety, and welfare of patients/clients; have access to confidential and sensitive information; and operate in settings that require the exercise of good judgment and ethical behavior. Thus, an assessment of a student's suitability to function in a clinical setting is imperative to promote the highest level of integrity in health care services.
2. Clinical facilities are increasingly required by the accreditation agency Joint Commission on Accreditation of Healthcare Organizations ("JCAHO"), to provide a drug screening for security purposes on individuals who supervise care, render treatment, and provide services within the facility.
3. Clinical rotations are an essential element in the degree programs' curricula. Students who cannot participate in clinical rotations due to a positive drug screening are unable to fulfill the requirements of a degree program. Therefore, these issues must be resolved prior to a commitment of resources by a student admitted to the (name of program) and/or the College.
4. Additional rationale include (a) meeting the contractual obligations contained in affiliation agreements between the (name of program) and the health care facilities; (b) performing due diligence and assessment of competency of all individuals who may have contact with patients/clients; (c) ensuring uniform compliance with JCAHO standards and agency regulations pertaining to human resource management; and (d) meeting the public demands of greater diligence in light of the national reports on deaths resulting from medical malpractice and medical errors.

### **Procedures for Drug Screening**

#### **Initial Drug Screening (Admission to the Program)**

Drug screening is required of all applicants upon acceptance and admission to the (name of program). The drug screen must be completed and results must be available prior to the first day of classes that require admission to the (name of program) as a condition for enrollment in the class. In accordance with clinical affiliation agreements, a student will not be able to attend clinical, and therefore, will be unable to complete the clinical components of the program if the student has a positive drug screen and has not been cleared through the review process (see Procedure for Drug Screening). Upon admission to the (name of program), students will be provided with the necessary procedures and consent forms for the required drug screening.

1. Students must complete, sign, and notarize the Student Acknowledgement/Drug Screen Consent and Release Form and return the form to the (name of program).
2. The (name of program) faculty will notify the student of the date, time, and location for the drug screening.
3. A urine sample for testing will be collected and processed by an outside vendor selected by the (name of program). Students will be responsible for the cost of the drug screening.
4. Any positive finding from the drug screen will be forwarded to a contracted reference laboratory for confirmation of results. The student will be responsible for the additional cost of the confirmatory test.



5. Students with a positive drug screen report will have an opportunity to consult with a Medical Review Officer, provided by the vendor, to verify whether there is a valid medical explanation for the screening results. The vendor will notify the *(name of program)* of a clear test. If the Medical Review Officer does not clear the test, the student may retest one time, 21 days from the initial test at the student's expense. If the second drug screen is negative and/or cleared by the Medical Review Officer, the student may continue in the program. Any student with a confirmed positive drug screen not cleared by the Medical Review Officer will be unable to complete the clinical component of the *(name of program)* and, therefore, will be unable to progress through the Program. This will result in the student being administratively withdrawn from the Program.
6. The student must complete the process, including the retest and review by the Medical Review Officer, prior to the first day of class. Students who have not completed the process before the first day of class may not begin the program courses.

Students who have received "confirmed" positive drug screens not cleared by the Medical Review Officer will not be allowed to re-enroll in the *(name of program)*.

#### **Drug Screening for Students Matriculating through the (name) Program**

Students may be required to submit to a drug screen at any point in the *(name of program)* as required by a clinical affiliate or if reasonable suspicion exists (see policy and procedure for *Reasonable Suspicion* below). Students who need to complete drug screening will be provided with the necessary procedures and consent forms for the required drug screening by the respective college designee.

1. Students must complete, sign, and notarize the Student Acknowledgement/Drug Screen Consent and Release Form and return form to the *(name of program)*.
2. The *(name of program)* faculty will notify the student of the date, time, and location for the drug screening, which may be immediately.
3. A urine sample for testing will be collected and processed by an outside vendor selected by the *(name of program)*. Students will be responsible for the cost of the drug screening.
4. Any positive finding from the drug screen will be forwarded to a contracted reference laboratory for confirmation of results. The student will be responsible for the additional cost of the confirmatory test.
5. Students with a positive drug screen report will have an opportunity to consult with a Medical Review Officer, provided by the vendor, to verify whether there is a valid medical explanation for the screening results. The vendor will notify the *(name of program)* of a clear test. If the Medical Review Officer provided by the vendor does not clear the test, the test results will stand.

Students who fail to adhere to the drug screening deadline set by the *(name of program)* will be suspended from all classes until the vendor (see below) provides a clearance documentation to the program designee. Failure to adhere to the drug screening deadline set by the designated degree program may jeopardize status in the program.

Students in the designated programs practicing in the clinical agencies will be subject to and must abide by the policies of the agency in which they are practicing as a student. A student may be required to have alcohol or drug testing alone or in combination. Any student who refuses to



submit to initial or subsequent testing may be dismissed from the *(name of program)*.

### **Drug Screening for Reasonable Suspicion of Substance Abuse**

Students in the clinical setting may be screened for drugs based on reasonable suspicion of substance abuse or the use of drugs impairing the student's ability to perform required duties.

Reasonable suspicion may include, but is not limited to:

- Accidents and injuries caused by human error;
- Unusual or serious violations of rules;
- Secured drug supply disappearance;
- Irrational or extreme behavior; or
- Unusual inattention or personal behavior, such as smelling of alcoholic beverages, changes in attitude or performance level, disorientation, confusion or lapses in memory, slurred speech, mood swings, excessive absences and/or tardiness, unexplained disappearances while on duty, and/or imprudent judgment under the set of circumstances.
- Direct observation of unauthorized use or possession of a Controlled Substance;
- Observation of physical symptoms indicative of the unauthorized use of a Controlled Substance;
- Arrest or conviction for a drug related offense;
- Report(s) of unauthorized use or possession of a Controlled Substance that has been corroborated by additional evidence.

This list is for reference only. It does not encompass all possible situations that may warrant drug testing for reasonable suspicion.

### **Procedure for Drugs Screening for Reasonable Suspicion of Substance Abuse**

1. All persons reporting activity or behavior that causes Reasonable Suspicion of unauthorized use or possession of a Controlled Substance under this policy shall document the exact reason(s) for these suspicions, including relevant details such as date, location, witnesses present, and the symptoms or actions of the student.
2. All such reports shall be made to the *[MLT: Program Director; if not available, the Department Chair]*, *[NURS: Program Director; if not available, the Vice President for Academic Affairs]*, *[PTA: Clinical Coordinator; if not available, Program Director]* or his/her designee, who will conduct an investigation of the reported activities or behavior, including obtaining corroborating statements from other administrators, faculty, employees, students or witnesses where reasonably possible.
3. When a determination of Reasonable Suspicion has been made, the *[MLT: Program Director; if not available, the Department Chair]*, *[NURS: Program Director; if not available, the Vice President for Academic Affairs]*, *[PTA: Clinical Coordinator; if not available, Program Director]* or the designated administrator may authorize drug screening for reasonable suspicion.
4. Upon approval for the drug screen, the student will be requested to immediately have the drug screen conducted by the approved laboratory, at the student's expense.



5. If the result of the student's drug screen is confirmed to be positive through a confirmation test, the testing laboratory will notify the *(name of program)* Director.
6. The *(name of program)* Director will notify the student of the results of the drug screen. A student with a confirmed positive drug screen will be dismissed from the *(name of program)*.
7. Refusal to submit to reasonable suspicion drug screening will be deemed to have submitted a positive Drug Screen result and will result in dismissal from the *(name of program)*.

#### **Drug Screening for Students with a Break in Enrollment**

Students who withdrew from the Program and were subsequently re-admitted to the *(name of program)* will be subject to a drug screening test prior to the first day of class, as stated in the *Initial Drug Screening* (see above).

#### **Reporting of Findings**

##### **Access to Drug Screening Report**

The *(name of program)* Director will maintain a list of those students who participated in the drug screening process and the results of the drug screening.

##### **Recordkeeping**

Reports and related records (both electronic and paper media) shall be retained in a secure location in the respective college or program office for 5 years, unless otherwise required by law.

##### **Confidentiality of Records**

Drug screening reports and all records pertaining to the results are considered confidential with restricted access. The results and records are subject to the Family Educational Rights and Privacy Act ("FERPA") regulations. For additional information on FERPA please see:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

#### **Falsification of Information**

Falsification of information will result in immediate removal from and dismissal from the *(name of program)*.



## RESOLUTION DECLARING AN INTENT TO REIMBURSE EXPENDITURE FROM TAX-EXEMPT BOND PROCEEDS

WHEREAS, the Board of Regents for the Oklahoma Agricultural & Mechanical Colleges (the "Board of Regents") the governing board of and acting for Northeastern Oklahoma A&M College (the "Institution") desires to finance the costs of a deferred maintenance project on the Institution's Miami Campus in Miami, Oklahoma (the "Project"); and

WHEREAS, the Institution intends to request The Oklahoma Development Finance Authority (the "Authority") to finance the costs of the Project or portions thereof under the Authority's Master Real Property or Equipment Lease Program with the proceeds of the sale of bonds or other obligations the interest on which is excluded from gross income for federal income tax purposes (the "Bonds"); and

WHEREAS, prior to the issuance of the Bonds the Institution desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the Institution; and

WHEREAS, the Board of Regents for the Institution has determined that those moneys advanced to pay the Expenditures prior to the issuance of the Bonds are available only for a temporary period and it is necessary to reimburse the Institution for the Expenditures from the proceeds of the Bonds.

NOW, THEREFORE, THE BOARD OF REGENTS FOR THE INSTITUTION DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The Institution hereby states its intention and reasonably expects to reimburse Expenditures of the Project paid prior to the issuance of the Bonds with proceeds of the Bonds.

SECTION 2. The reasonably expected maximum principal amount of the Bonds to be issued is \$1,250,000.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Institution paid its first Expenditure on the Project to be reimbursed from proceeds of the Bonds (excluding certain "preliminary expenditures" as defined in Treasury Regulation Section 1.150-2 which may have been paid before that date).

SECTION 4. The Institution or the Authority will make a reimbursement allocation, which is a written allocation that evidences the Institution's use of proceeds of the Bonds to reimburse an Expenditure, on or after the issue date of the Bonds but no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid.

SECTION 5. This resolution is adopted as official action of the Institution in order to comply with Treasury Regulation Section 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Expenditures of the Institution incurred prior to the date of issue of the Bonds.



SECTION 6. This resolution is effective immediately upon its passage.

ADOPTED, SIGNED AND APPROVED this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 20\_\_.

BOARD OF REGENTS FOR THE [INSTITUTION]

By \_\_\_\_\_

[name]

[title]

Attest:

\_\_\_\_\_

[name]

[title]



**The Oklahoma State System of Higher Education  
FTE Employee Report**

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

From: Northeastern Oklahoma A&M College

  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 3/31/2019

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

**FTE Employee Categories**

	Educational and General Budget Part I				Educational and General Budget Part II				Agency Accounts Other				Sub Total			Total FTE
	Faculty		Other		Faculty		Other		Faculty		Other		Faculty	Other		
			Regular	Student			Regular	Student			Regular	Student				
Current QTR	67	74	1		1	5	11		8	34	12		76	113	24	213
Prior QTR	80	77	1		1	6	14		7	33	15		88	116	30	234
INC (DEC)	-13	-3	0		0	-1	-3		1	1	-3		3	3	3	-21
Prior FY	72	75	1		1	7	11		9	29	11		82	111	23	216



# The Oklahoma State System of Higher Education FTE Employee Report

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

From: Northeastern Oklahoma A&M College

  
\_\_\_\_\_  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 12/31/2018

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

## FTE Employee Categories

	Educational and General Budget Part I				Educational and General Budget Part II				Agency Accounts Other				Sub Total				Total FTE
	Faculty		Other		Faculty		Other		Faculty		Other		Faculty		Other		
Current QTR	80	77	1		1	6	14			7	33	15		88	116	30	234
Prior QTR	52	74	1		1	5	3			6	29	4		59	108	8	175
INC (DEC)	28	3	0		0	1	11			1	4	11		3	3	3	59
Prior FY	81	77	3		0	6	15			8	29	13		89	112	31	232



**The Oklahoma State System of Higher Education  
FTE Employee Report**

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

From: Northeastern Oklahoma A&M College

  
\_\_\_\_\_  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 09/30/2018

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

FTE Employee Categories


	Educational and General Budget Part I				Educational and General Budget Part II				Agency Accounts Other				Sub Total				Total FTE
	Faculty		Other		Faculty		Other		Faculty		Other		Faculty		Other		
	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	
Current QTR	52	74	1		1	5	3		6	29	4		59	108	8		175
Prior QTR	58	74	2		1	6	9		7	30	10		66	110	21		197
INC (DEC)	-6	0	-1		0	-1	-6		-1	-1	-6		3	3	3		-22
Prior FY	58	65	1		1	7	6		8	28	3		67	100	10		177



**The Oklahoma State System of Higher Education  
FTE Employee Report**

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

From: Northeastern Oklahoma A&M College

  
\_\_\_\_\_  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 06/30/2018

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

FTE Employee Categories


	Educational and General Budget				Educational and General Budget				Agency Accounts				Sub Total				Total FTE
	Part I		Other		Part II		Other		Other		Other		Other				
	Faculty	Student	Faculty	Student	Faculty	Student	Faculty	Student	Faculty	Student	Faculty	Student	Faculty	Student			
Current QTR	58	74	2		1	6	9		7	30	10		66	110	21	197	
Prior QTR	72	75	1		1	7	11		9	29	11		82	111	23	216	
INC (DEC)	-14	-1	1		0	-1	-2		-2	1	-1		3	3	3	-19	
Prior FY	54	79	2		1	7	13		8	23	8		63	109	23	195	



# The Oklahoma State System of Higher Education FTE Employee Report

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

From: Northeastern Oklahoma A&M College

  
\_\_\_\_\_  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 03/31/2018

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


## FTE Employee Categories

	Educational and General Budget Part I				Educational and General Budget Part II				Agency Accounts Other				Sub Total				Total FTE
	Faculty		Other		Faculty		Other		Faculty		Other		Faculty		Other		
	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	
Current QTR	72	75	1		1	7	11		9	29	11		82	111	23		216
Prior QTR	81	77	3		0	6	15		8	29	13		89	112	31		232
INC (DEC)	-9	-2	-2		1	1	-4		1	0	-2		3	3	3		-16
Prior FY	106	89	8		2	13	3		2	40	10		110	142	21		273



# The Oklahoma State System of Higher Education FTE Employee Report

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

From: Northeastern Oklahoma A&M College  
  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 12/31/2017

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

## FTE Employee Categories

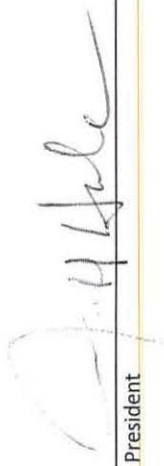
	Educational and General Budget				Educational and General Budget				Agency Accounts				Sub Total				Total FTE
	Part I		Other		Part II		Other		Other		Other		Other				
	Faculty	Regular	Student		Faculty	Regular	Student		Faculty	Regular	Student		Faculty	Regular	Student		
Current QTR	81	77	3		0	6	15		8	29	13		89	112	31	232	
Prior QTR	58	65	1		1	7	6		8	28	3		67	100	10	177	
INC (DEC)	23	12	2		-1	-1	9		0	1	10		3	3	3	55	
Prior FY	106	89	8		2	13	3		2	40	10		110	142	21	273	



# The Oklahoma State System of Higher Education FTE Employee Report

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

From: Northeastern Oklahoma A&M College

  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 09/30/2017

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

## FTE Employee Categories

	Educational and General Budget Part I				Educational and General Budget Part II				Agency Accounts Other				Sub Total				Total FTE
	Faculty		Other		Faculty		Other		Faculty		Other		Faculty		Other		
	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	Regular	Student	
Current QTR	58	65	1		1	7	6		8	28	3		67	100	10	177	
Prior QTR	78	79	2		1	7	14		8	23	8		87	109	24	220	
INC (DEC)	-20	-14	-1		0	0	-8		0	5	-5		3	3	3	-43	
Prior FY	106	89	8		2	13	3		2	40	10		110	142	21	273	



CONNORS STATE COLLEGE, WARNER, OKLAHOMA

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

President Ramming highlighted the information items listed under Section A of the CSC agenda.

B-1 Adoption of Memorial Resolution for Ron Gasaway

Regent Link moved and Regent Callahan seconded to approve Item B-1 as presented in the CSC Agenda.

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

E-1 Approval for CSC to continue to work with Northeastern State University, Northeastern Health System, and the Cherokee Nation towards the establishment of a satellite Nursing Degree Program in Tahlequah

Regent Link asked if Northeastern State University (NSU) offers the same nursing program as CSC. President Ramming said NSU does not. Regent Link asked if the nursing program at NSU is complementary rather than competitive to CSC. President Ramming affirmed that it is complementary and noted that CSC will continue to offer an Associate's degree level registered nursing program, which works well for students transferring to NSU and its RN to BSN completion program. This partnership is viewed by NSU as an opportunity to increase the pipeline of students transferring to its nursing program from CSC.

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

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

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



# CONNORS STATE COLLEGE

Warner, Oklahoma

April 26, 2019

## 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**

- **Connection**
- **Commencement Exercises**

Connors State College's Commencement is scheduled for Friday, May 10, at the Muskogee Civic Center. Oklahoma A&M Regent Tucker Link will be this year's Commencement speaker. You are cordially invited to attend a Faculty and Staff Reception at the Civic Center, Room C at 5:00 p.m., with Commencement beginning at 7:00 p.m. in the auditorium.

**B. RESOLUTIONS:**

**1. Request for Memorial Resolution**

Board approval is requested for the attached memorial resolution honoring Mr. Ron Gasaway, former Connors State College Instructor who passed away on March 25, 2019. *(see attached)*

**C. POLICY AND OPERATIONAL PROCEDURES:**

*None*

**D. PERSONNEL ACTIONS:**

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

Mr. Nate Walker, Director of Human Resources, retires effective June 30, 2019.

**E. INSTRUCTIONAL PROGRAMS:**

Board approval is requested for CSC to continue to work with Northeastern State University, Northeastern Health System, and the Cherokee Nation towards the establishment of a satellite Nursing Degree Program in Tahlequah. The Connors Nursing Degree Program itself has been approved by the Oklahoma A&M Board of Regents and guidance for navigating the complexities of this cooperative agreement has been solicited from A&M legal counsel.

**F. BUDGETARY ACTIONS:**

*None*



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

*None*

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

*None*

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

*None*

**J. PURCHASE REQUESTS:**

*None*

**K. STUDENT SERVICES/ACTIVITIES:**

*None*

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

*None*

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

1. February 2019 Out-of-State Travel Report *(see attached)*
2. March 2019 Out-of-State Travel Report *(see attached)*
3. Third Quarter FY19 F.T.E. Report *(see attached)*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'RR', enclosed within a rectangular box.

Dr. Ron Ramming  
President



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Board of Regents for Connors State College and the Agricultural and Mechanical Colleges that Ronald T. Gazaway, former Connors State Faculty passed away on March 25, 2019; and

WHEREAS, Mr. Gazaway, by his loyalty, attention to duty, and faithful performance rendered service as an Instructor and Division Chair at Connors from 1973 until 2002, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Connors State College deeply feel the loss in his passing:

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

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

BE IT FURTHER RESOLVED, that a copy of this resolution be reflected in the minutes of the Board of Regents and a copy sent to the family of Mr. Gazaway.

Adopted by the Board the twenty-sixth day of April 2019.

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Dr. Ronald Ramming  
President  
Connors State College

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Calvin Anthony  
Chair  
Oklahoma A&M Board of Regents





**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF FEBRUARY 2019**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	0	0.00	3	\$ 3,555.02	4	\$ 3,199.56
FEDERAL	0	0.00	0	0.00	2	\$ 20,293.10	5	\$ 13,851.33
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
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>5</b>	<b>\$ 23,848.12</b>	<b>9</b>	<b>\$ 17,050.89</b>





**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF MARCH 2019**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST 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	1	\$ 744.85	3	\$ 3,555.02	5	\$ 3,944.41
FEDERAL	0	0.00	0	0.00	2	\$ 20,293.10	5	\$ 13,851.33
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
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>1</b>	<b>\$ 744.85</b>	<b>5</b>	<b>\$ 23,848.12</b>	<b>10</b>	<b>\$ 17,795.74</b>





THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE Employee Report <sup>1</sup>

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

From: Connors State College  
Institution Dr. Ron Ramming  
President

Subject: FTE Employee Report for the Fiscal Quarter Ending: 03-31-2019  
Mo. Day Yr.

The following information is provided pursuant to 74 O.S. 1981, Section 3602.<sup>2</sup>

Educ. & Gen Budget Part I (290)				Educ. & Gen Budget Part II (430)				Agency Accounts Other (701)				Sub-Total			Total FTE
Faculty	Other		Student	Faculty	Other		Student	Faculty	Other		Student	Faculty	Other		Total FTE
	Regular				Regular				Regular				Regular	Student	
55	51	5		0	19	1		0	9	15		55	79	21	155
83	52	5		0	20	1		0	10	19		83	82	25	190
-28	-1	0		0	-1	0		0	-1	-4		-28	-3	-4	-35
59	51	4		0	25	1		0	11	10		59	87	15	161

A. FTE Employees for Reported Fiscal Quarter <sup>1</sup>

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter. <sup>1</sup>

C. Increase or Decrease in FTE Employees (Item A minus Item B)

D. Comparable Quarter Last Year

<sup>1</sup> File with State Regents' office by the tenth of the month following the end of the calendar quarter being reported.  
<sup>2</sup> The term employee shall mean "a full time employee or any number of part time employees whose combined weekly hours of employment equal those of a full time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 487.5 hours (162.5 hours per month multiplied by three months) the total payroll hours (excluding seasonal employees) for the quarter.  
<sup>3</sup> This figure reflects the total number of FTE Employees for the main campus, branch campus(es) and all constituent agencies.



LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

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

President Smith referenced Item A-1 of the Agenda, noting that the administration has spent a number of months meeting and planning for a major administrative reorganization at LU. Succession planning in the Division of Academic Affairs is a large part of this reorganization. The administration met with the various departments to make them aware of the impending changes. He noted that there will not be major changes to the academic core of the University, and a focus of the administration during this reorganization was finding ways to decrease expenses. President Smith shared several examples of positions being eliminated and changes in reporting lines. This reorganization will create more efficiencies for LU.

B-1 Adoption of Memorial Resolution for Eloise Hemphill

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

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

D Approval of personnel actions

Regent Link moved and Regent Milner seconded to approve Section D, Items 5-12, as presented in the LU Agenda.

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

E-1 Approval to modify course descriptions in preparation for ten-year accreditation site visit by CAPTE in 2021

E-2 Approval of LU Division of Academic Affairs Program Reviews

(The program reviews are on file in the Board of Regents' Office as Doc. No. 2-4-26-19.)

Regent Burns moved and Regent Watkins seconded to approve Section E, Items 1 and 2, as presented in the LU Agenda.

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



F-1 Approval to accept a grant from NIFA/USDA entitled “LINC 2.0 - Enhanced Goat Management and Education Tool” and to expend grant funds according to grant guidelines

F-2 Approval to accept a grant from NIFA/USDA entitled “Sustainable Use of Saline Water by Ruminant Livestock Species” and to expend grant funds according to grant guidelines

Regent Davis moved and Regent Callahan seconded to approve Section F, Items 1 and 2, as presented in the LU Agenda.

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

F-3 Approval to submit a request to the OSRHE for a distribution from the LU Endowment in the amount of \$3.5 million to supplement funding for scholarships in FY 2019

Regent Link asked if the full \$3.5 million is available. President Smith said that is what is available to draw from this year. Regent Hall asked if this is a typical way for LU to receive this funding. President Smith said it is the typical way, and this is the request to draw down that funding. He said this is a larger request than normal because it is desired to infuse this for scholarship dollars which will free up funding for use elsewhere. President Smith said if funding is not drawn down by a certain period it goes back to the corpus. This endowment was originally \$30 million, and today it has a balance of over \$43 million. This drawdown will keep LU at the \$40 million mark. Regent Link asked if the other \$10 million is already back in the corpus. President Smith affirmed that it is. Regent Callahan said this is a significant item, and he requested a motion be made on this item separate from the other Items listed under Section F.

Regent Callahan moved and Regent Link seconded to approve Item F-3 as presented in the LU Agenda.

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

President Smith thanked the members of the Board for supporting the University on such a large drawdown, which will afford an opportunity to streamline its financial operations.

## G Approval of peace officer actions

	<u>Decommission:</u>	<u>Commission No.</u>
G-1	David Wallis.....	702
G-2	Ryan Piersing.....	731
G-3	William Foster.....	722



	<u>Commission:</u>	<u>Commission No.</u>
G-4	Joshua Rafferty.....	771
G-5	Monte Mangum.....	772
G-6	Alissa Kimmel.....	773
G-7	Derek Poole.....	774

Regent Link moved and Regent Watkins seconded to approve Section G, Items 1-7, as presented in the LU Agenda.

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

H-1 Approval to renew lease agreement with Millwood Public Schools for space housing the LU-Oklahoma City campus

President Smith noted that this agenda item contains a typographical error and should say \$15,500 per month, not per year, and the LU Agenda attachment is correct. (The Agenda has been updated to correct the wording of this Item and is attached to this portion of the minutes.)

Regent Burns moved and Regent Callahan seconded to approve Item H-1, with an amendment to correct the typographical error to reflect \$15,500 per month.

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

I-1 Approval to select an architectural firm to assist the University with the design and construction of a new Horticulture Facility

President Smith noted that Items I-1 and I-2 were discussed with the Fiscal Affairs and Plant Facilities (FAPF) Committee at its meeting this morning.

Regent Davis said the FAPF Committee met with the LU administration regarding this item and acted to recommend Board approval. He noted that appreciation was expressed during the Committee meeting for OSU's Long Range Facilities Planning team and for those at LU that helped with this selection process.

Regent Davis moved and Regent Hall seconded to select KKT Architects of Tulsa, Oklahoma, as the architectural firm to assist the University with the design and construction of a new Horticulture Facility, as presented in the LU Agenda.

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



I-2 Approval to select a construction manager at risk to assist the University with the design and construction of a new Horticulture Facility

Regent Davis said the FAPF Committee met with the LU administration regarding this item and acted to recommend Board approval.

Regent Davis moved and Regent Hall seconded to select CMS Willowbrook of Oklahoma City, Oklahoma, as the construction manager at risk to assist the University with the design and construction of a new Horticulture Facility, as presented in the LU Agenda.

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

J-1 Ratification of interim approval to procure a new Point of Sale (POS) system

J-2 Ratification of interim approval to use Belfor for emergency disaster recovery services to remediate the effects of flooding at the LU-Tulsa campus due to frozen water lines

J-3 Approval for the LU School of Physical Therapy to utilize the state contracted vendor, McKesson Medical-Surgical, to procure laboratory equipment for use in instruction

Regent Milner moved and Regent Hall seconded to approve Section J, Items 1-3, as presented in the LU Agenda.

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

K-1 Approval to adopt an institutional Attendance Policy

President Smith noted that this item was discussed with the Academic Affairs, Policy and Personnel (AAPP) Committee at its meeting this morning.

Regent Link said the AAPP Committee met with the LU administration regarding this item and acted to recommend Board approval. Regent Link complimented the administration for adopting such a policy.

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

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



## K-2 Approval of Community Standards for Residential Life and Housing Services

President Smith said this item has been reviewed by the Board's Office of Legal Counsel and has been approved by an LU committee comprised of students, faculty, and staff.

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

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

President Smith said the Board members will receive an interim approval request next week for the purchase of band uniforms. The LU Band size is increasing by approximately 150-250 new freshman students, and LU has reason to believe enough uniforms have not been ordered. The interim approval will allow for uniforms to be ordered for these new band members in time for the fall semester.

## Maymester and Fallmester Update

Regent Link asked for an update on the Maymester and Fallmester courses. President Smith said Maymester and Fallmester were overwhelmingly successful and LU will offer both again this year. Regent Link asked if he is correct that the purpose of offering a Fallmester course is to identify those students who may be having trouble academically. President Smith asked Dr. Ruth Jackson, Associate Vice President of Academic Affairs; and Dr. Clyde Montgomery, Vice President of Academic Affairs; to answer questions pertaining to this matter. Dr. Jackson said the list of Fallmester students was reviewed and it was pretty easy to determine which students may have difficulty both academically and in acclimating to the campus. Most of those students have been matched with mentors who have been meeting with them throughout the course of the year. President Smith said the faculty reported that the Fallmester classes created an emphasized importance for attendance. Regent Link asked if the administration has considered doing a similar session between the fall and spring semester. Dr. Montgomery said they currently do offer intersession classes during that time. President Smith said the challenge with offering numerous classes during regular break times is that there is a limited number of faculty, and they can become burned out by teaching nearly year-round. He noted that today's students have lower attention spans and the administration is exploring the idea of offering more 8-week courses in favor over 16-week courses. It is a goal to introduce a new class model by fall 2020, incorporating four 8-week classes and one 16-week course per semester.

The business of Langston University being concluded, President Smith and members of the LU administration were 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. Langston University is in the process of implementing an administrative reorganization which will take effect on July 1, 2019. There will be no changes to the academic core of the institution during the reorganization, as the initiative is focused on strengthening the administrative infrastructure. The restructuring of administrative offices will serve as an opportunity for strategic alignment of the University to enhance operations for the future and will include the following actions:
  - A number of resources will move into the Division of Academic Affairs including University College, Office of the Registrar, Career Services, and Sponsored Programs.
  - Residential Life and Housing Services will report through the Division of Student Affairs.
  - The Division of Institutional Advancement and External Affairs (IAE) will absorb the administrative oversight for our Urban Campuses, and staff within IAE will relocate to the urban centers.
  - The Office of the President will retain a direct reporting relationship to Student Financial Aid and Admissions through an Executive Director, and the Department of Public Relations will also report directly to the Office of the President. The reorganization will create opportunities for the University to achieve a reduction in expenses, improve operational efficiencies and, most importantly, provide elevated service to our students.



**B. RESOLUTIONS:**

**WHEREAS**, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Ms. Eloise Hemphill was claimed by death on Tuesday, March 26, 2019; and

**WHEREAS**, Ms. Hemphill, by her loyalty, attention to duty, and faithful performance rendered service as a faculty member of Langston University for 37 years, serving as Cashier, University Business Office; Chief Cashier, University Business Office; Instructor, Department of Business Administration; Instructor, Division of Business Administration and Management; Instructor/Coordinator, Division of Business Administration and Management; Instructor/Acting Chairperson, Division of Business Administration and Management; Assistant Professor/Program Coordinator in the School of Business; and

**WHEREAS**, her friends and Langston University have suffered an irreparable loss in her passing; **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT**, it takes this method to express its appreciation for the 37 years of exemplary service rendered by Ms. Eloise Hemphill to Langston University, the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deepest sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Langston University's beloved faculty members.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Ms. Eloise Hemphill.

Adopted by the Board the 26<sup>th</sup> day of April 2019.

**C. POLICY AND OPERATIONAL PROCEDURES: NONE****D. PERSONNEL ACTION:****1. FOR INFORMATIONAL PURPOSES**

Langston University has accepted the following notices of retirement:

Dr. Edmund Kloh, Associate Professor, School of Arts and Sciences, effective May 23, 2019.

**Charlotte Brown, Acting Purchasing and Travel Director, effective April 30, 2019.**



2. **FOR INFORMATIONAL PURPOSES**

Langston University has accepted the following notices of resignation:

Michael Cannon, Offensive Line Coach/Assistant Football Coach, effective February 28, 2019.

Dr. Estapraq Khalil, Assistant Professor, School of Arts and Sciences, effective March 15, 2019.

Katherine Gable, Instructor, School of Nursing and Health Professions, effective May 21, 2019.

3. **FOR INFORMATIONAL PURPOSES**

Langston University issued the following notices of non-renewal effective May 23, 2019:

Dr. Lisa Weis, Associate Vice President for Academic Affairs/Chief Operating Officer for Langston University – Tulsa.

Tamara Hryshchuk, Program Director/Instructor, School of Nursing and Health Professions.

Rosie Hughes, School of Nursing and Health Professions.

Christina George, School of Nursing and Health Professions.

Norman Hollingsworth, School of Business.

4. **FOR INFORMATIONAL PURPOSES**

Langston University issued the following notice of termination:

Dr. Edward Khiwa, Associate Professor, tenured, School of Nursing and Health Professions, effective May 23, 2019.

5. Approval is respectfully requested to change the title of Dr. Elicia Pollard **from** Acting Dean, School of Physical Therapy, **to** Dean, School of Physical Therapy, on a 12-month basis, with no change in salary.



6. Approval is respectfully requested to change the status of Dr. Fairborz Aref **from** Research Assistant Professor/Assistant Professor/Assistant Professor Social Sciences (tenure-track), on a 12-month basis, at an annual salary of \$70,000.00 **to** Assistant Professor of Social Sciences (tenure-track), on a 9-month basis, at an annual salary of \$51,200.00, effective February 1, 2019.
7. Approval is respectfully requested to employ Dr. Ben Koissaba as ARRT Post-Doctoral Fellow Research Associate (non-tenure-track), on a 12-month basis, at an annual salary of \$48,200.00, effective February 11, 2019.
8. Approval is respectfully requested to change the status of Kim Cobb **from** Research and Instruction Librarian (non-tenure-track), on a 12-month basis, at an annual salary of \$46,200.00 **to** Research Librarian/Head of Public Services (tenure-track), on a 12-month basis, at an annual salary of \$49,000.00, effective February 12, 2019.
9. Approval is respectfully requested to employ Elender Shirley as University College Services Librarian (tenure-track), on a 12-month basis, at an annual salary of \$49,000.00, effective February 12, 2019.
10. Approval is respectfully requested to employ Dr. Eartha Collier as Director of Counseling and Health Services, on a 12-month basis, at an annual salary of \$70,000.00, effective May 1, 2019.
11. Approval is respectfully requested to revise a position with our Division of Academic Affairs **from** Associate Vice President for Academic Affairs (Student Success) **to** Assistant Vice President for Student Success, effective July 1, 2019. The revised position description is included in Attachment A for your review. The revision of this position coincides with the administrative reorganization of the University.
12. Approval is respectfully requested to create a new position within the Division of Academic Affairs entitled Associate Vice President for Assessment and Accreditation, effective July 1, 2019. The proposed position description is included in Attachment B for your review. The creation of this position coincides with the administrative reorganization of the University.



**E. INSTRUCTIONAL PROGRAMS:**

1. Approval is respectfully requested to modify course descriptions in preparation for the ten-year accreditation site visit by CAPTE in 2021. The School of Physical Therapy faculty and the Academic Policies and Curriculum Committee have reviewed and approved the modification request. The request will require no additional funding and no additional hours for graduation. The full program modification request is included in Attachment C for your review.
2. Approval is respectfully requested for the Langston University Division of Academic Affairs Program Reviews which were conducted for the following programs: Health, Physical Education, and Recreation; Computer Science; and Business Administration. The request is in compliance with the Oklahoma State Regents for Higher Education requirement to complete a review of academic programs every five years. The program reviews consist of the following topics: *Centrality of the Program to the Institution's Mission, Vitality of the Program, Student Credit Hours Generated, Duplication of Program and Demand, Effective Use of Resources, Faculty Credential Status/Tenure and Promotion, and Institution's Recommendations*. The program reviews are included in Attachment D.

**F. BUDGETARY ACTION:**

1. Approval is respectfully requested for the Langston University School of Agriculture and Applied Sciences to accept a grant from NIFA/USDA entitled "**LINC 2.0 – Enhanced Goat Management and Education Tool**", in the amount of \$522,848.00, for the period of March 1, 2019 through February 28, 2022. **Board authorization is requested to expend grant funds, including payment of administrative allowances at year-end, according to grant guidelines.** The award letter is included in Attachment E for your review.
2. Approval is respectfully requested for the Langston University School of Agriculture and Applied Sciences to accept a NIFA/USDA grant entitled "**Sustainable Use of Saline Water by Ruminant Livestock Species**", in the amount of \$373,185.00, for the period of February 1, 2019 through February 28, 2022. **Board authorization is requested to expend grant funds, including payment of administrative allowances at year-end, according to grant guidelines.** The award letter is included in Attachment F for your review.
3. **Approval is respectfully requested for Langston University to submit a request to the Oklahoma State Regents for Higher Education for a distribution from the Langston University Endowment (Account 420001) in the amount of \$3.5 million to supplement funding for scholarships in FY19. The Endowment Distribution Sheet and letter of request is included in Attachment G for review.**



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

1. Approval is respectfully requested to de-commission David Wallis as a Campus Police Officer effective February 21, 2019.
2. Approval is respectfully requested to de-commission Ryan Piersing as a Campus Police Officer, effective February 28, 2019.
3. Approval is respectfully requested to de-commission William Foster as a Campus Police Officer, effective March 15, 2019.
4. Approval is respectfully requested to commission Joshua Rafferty as a Campus Police Officer, effective February 25, 2019.
5. Approval is respectfully requested to commission Monte Mangum as a Campus Police Officer, effective February 25, 2019.
6. Approval is respectfully requested to commission Alissa Kimmel as a Campus Police Officer, effective February 25, 2019.
7. Approval is respectfully requested to commission Derek Poole as a Campus Police Officer, effective March 4, 2019.

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

1. Langston University requests approval to renew our lease agreement with Millwood Public Schools for space housing the Langston University – Oklahoma City Campus for a term of three (3) years, at a cost of \$15,500.00 per **month**. Funding is available in account 187920. The full lease agreement has been reviewed by the Office of Legal Counsel and is included in **Attachment H** for your review.

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

1. Approval is respectfully requested for Langston University to select an Architectural Firm to assist the University with the design and construction of a new Horticulture Facility on the Langston Campus. The firms listed below, in order of receipt of Letters of Interest, are all qualified to work on this project:

**Integrated Architects, Stillwater, OK**  
**Beck Design, Tulsa, OK**  
**KKT Architects, Tulsa, OK**



The new facility will be an all-inclusive, state-of-the-art horticulture facility directly south of our Langston campus and will include a classroom building, greenhouses, head houses, hoop houses, and gardens on currently undeveloped land. The facility will help reach our extension, research, and teaching goals as an 1890 Land-Grant Institution, and will serve our students, faculty, and staff in a variety of ways. Permission to begin the selection process was given at the December 7, 2018 Board meeting. Five (5) registered firms responded to the Project Notification with a Letter of Interest. The selection committee reviewed all Letters of Interest and all five (5) firms were invited for interviews. At the conclusion of the interview, the selection committee determined to recommend the firms listed above for Board consideration. The planned costs for this project are not expected to exceed \$2 million. Funding will be from legally available funds. This project will be coordinated by Mike Buchert, Director, Long Range Facilities Planning, and Dr. Wesley Whittaker, Dean, School of Agriculture and Applied Sciences, at Langston University.

2. Approval is respectfully requested for Langston University to select a Construction Manager at Risk to assist the University with the design and construction of a new Horticulture Facility on the Langston Campus. The firms listed below, in order of receipt of Letters of Interest, are all qualified to work on this project:

**Nabholz, Tulsa, OK**

**Boldt Construction, Oklahoma City, OK**

**CMS Willowbrook, Oklahoma City, OK**

The new facility will be an all-inclusive, state-of-the-art horticulture facility directly south of our Langston campus and will include a classroom building, greenhouses, head houses, hoop houses, and gardens on currently undeveloped land. The facility will help reach our extension, research, and teaching goals as an 1890 Land-Grant Institution, and will serve our students, faculty, and staff in a variety of ways. Permission to begin the selection process was given at the December 7, 2018 Board meeting. Nine (9) registered firms responded to the Project Notification with a Letter of Interest. The selection committee reviewed all Letters of Interest and five (5) firms were invited for interviews. At the conclusion of the interview, the selection committee determined to recommend the firms listed above for Board consideration. The planned costs for this project are not expected to exceed \$2 million. Funding will be from legally available funds. This project will be coordinated by Mike Buchert, Director, Long Range Facilities Planning, and Dr. Wesley Whittaker, Dean, School of Agriculture and Applied Sciences, at Langston University.



**J. PURCHASE REQUESTS:**

1. Langston University requests ratification of our Request for Interim Approval for our special request to procure a new Point of Sale (POS) system for the institution to replace the current POS system, which has reached its end of life and will no longer be supported by a manufacturer. The University has partnered with TouchNet OneCard for a new POS system. The other A&M schools recently migrated to TouchNet OneCard as well, and our request to migrate to the same system will create the opportunity for greater efficiencies within our system and seamless service to our students. The estimated cost of the expenditure is \$117,000.00 and funding is available in account 3-26010. The interim request was made due to the lead time needed to implement the POS system prior to the opening of the Fall term.
2. Langston University requests ratification of our Request for Interim Approval to use Belfor for emergency disaster recovery services to remediate the effects of flooding at our LU-Tulsa campus due to frozen water lines. The urgent recovery efforts will ensure a safe learning environment for our students. We request to do the build back of the LU-Tulsa Campus Building at an estimated up-front cost of \$300,000.00. The final out-of-pocket cost to Langston University for this project is anticipated to be a \$50,000.00 deductible after reimbursement from our insurance carrier. Funding for the expenditure is available in account 3-26005.
3. Approval is respectfully requested for the Langston University School of Physical Therapy to utilize the state contracted vendor, McKesson Medical-Surgical (state contract number 54569377), to procure laboratory equipment for use in instruction including two hospital beds equipped with IV poles and two SimMan advanced patient simulators, at a total cost of \$191,350.00. The equipment will serve to enhance the student learning experience within the School of Physical Therapy teaching laboratory. Funding for this expenditure is available in account 5-18315.

**K. STUDENT SERVICES/ACTIVITIES:**

1. Langston University respectfully requests approval to adopt an institutional Attendance Policy which is included for your review in **Attachment I**. The policy has been fully vetted by students through forums and the Student Government Association (SGA) executive board. The policy was presented to the full faculty and was approved unanimously by the Faculty Senate Executive Committee. The policy has also been recommended for approval by the Administrative Council. The Attendance Policy has been reviewed by the Office of Legal Counsel.



2. Langston University respectfully requests approval of its Community Standards for Residential Life and Housing Services which is included for your review in **Attachment J**. The Community Standards were modeled after similar policies followed by Oklahoma State University and have been vetted by a committee which included students and representatives from the Division of Student Affairs, Residential Life and Housing Services, and Langston University Police Department. The Community Standards have been reviewed by the Office of Legal Counsel.

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

**M. OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD: NONE**

All items listed above are respectfully submitted for your approval.

Sincerely,

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

KENT J. SMITH, JR.  
PRESIDENT  
LANGSTON UNIVERSITY



## **ASSISTANT VICE PRESIDENT FOR STUDENT SUCCESS**

The Assistant Vice President for Student Success will focus on student success. He/she will lead the strategic direction for student success efforts at Langston University. Working directly with the vice presidents, associate vice presidents, deans, directors and other campus administrators, the person in this position will coordinate the design and implementation of the university-wide strategy for the improvement of student retention and graduation rates.

The position is responsible for monitoring strategic priorities for tutoring and other student services, for coordinating design of curricular programs, and for facilitating reform of relevant university policies and procedures. The Assistant Vice President for Student Success works closely with Academic Affairs, Institutional Research, Student Affairs, and other campus divisions engaged in research and assessment of student drop out patterns and intervention opportunities promoting student persistence and completion.

### **Major Duties/Responsibilities:**

- Strategic planning and implementation: Responsible for providing campus-wide direction concerning student success strategies and tactics, and for enforcing new programs and policies to achieve strategic goals.
- Collaborate in campus-wide development, planning and execution of effective strategies to identify key performance indicators and strategic outcomes.
- Conduct and oversee institutional and departmental audits of student success patterns to identify opportunities for programmatic change.
- In coordination with campus stakeholders, develop a student success plan for the university, as well as an iterative process for initiating new strategies and tactics.
- Oversee and assess institutional reform efforts directed toward improved student success.
- Leverage performance indicator tools, providing research leadership and mentorship to administrators, faculty and staff.
- As co-chair, assemble data for and provide direction to the University Retention Committee.
- Manage and oversee campus-wide administration of student-success-related research projects, including survey tools, using principles of research and measurement theory to develop rigorous and reliable methods that assess identified outcomes.
- Collect, analyze, interpret, and disseminate available information from university data sources, professional literature, national data banks, institutional effectiveness research, and other success-related studies
- Working closely with student and faculty support units across the campus, provide facilitation, supervision and mentoring to departments, schools and colleges as they develop measurable program goals as well as outcomes, and select appropriate assessment strategies.
- Plan and execute professional development activities for faculty and staff to enhance their assessment, evaluation, and research competencies.
- Represent the interested of the Office of Academic Affairs in various capacities.



- Represent and report on University student success efforts to leadership on campus, and across the state.
- Serve on university committees and work cooperatively in teams as needed.
- Keep current in knowledge about issues affecting the university, including internal and external events, discussions and concerns.
- Other duties as assigned.

**Minimum Qualifications:**

- Earned doctorate from an accredited institution
- Five (5) years of progressive experience in higher education administration
- Demonstrated history of working collaboratively with students/staff/faculty in a team environment
- Excellent written and oral communication skills

**Preferred Qualifications:**

- Higher education experience in one or more of the following areas: retention, advising, and/or student support services
- College teaching experience

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

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

Langston University is an Equal Opportunity/Affirmative Action Employer



## **ASSOCIATE VICE PRESIDENT FOR ASSESSMENT & ACCREDITATION**

The Associate Vice President for Assessment and Accreditation, reporting directly to the Vice President for Academic Affairs, will lead the following academic areas of the University: assessment and program review activities, accreditation and state policy compliance, state and federal reporting, and institutional research and planning. This position will focus on developing processes to support continuous improvement in all areas of the University. The Associate Vice President for Assessment and Accreditation will support the strategic planning process for the University. This position will also provide leadership for the monitoring of learning outcomes while ensuring the University's achievement of its mission and strategic goals.

Duties and responsibilities include, but are not limited to:

- Providing leadership and support for federal and state compliance operations, data collection, analysis, interpretation, and related reporting/requests for University and program accreditation purposes and compliance;
- Overseeing the management of accurate databases, archives, and document collections required for accreditation, compliance, University performance measurements, and reporting for internal planning and external reporting requirements by US Department of Education, Grant-making agencies and foundations, Oklahoma State Regents for Higher Education (OSRHE), and other higher education policy and funding agencies;
- Managing Higher Learning Commission (HLC) compliance and maintains current knowledge about accreditation requirements as well as assessment programs, activities, and tools.
- Overseeing and managing all accreditation activities that relate directly to regional accreditation and serving as the accreditation liaison officer with HLC.
- Serving as the administrative liaison to assist programs, departments, and/or schools seek and maintain specialty accreditation with special emphasis on ACBSP, CAEP, CAPTE, ACEN, and NAEYC.
- Directing all aspects of the academic assessment program including entry-level assessment, mid-level assessment, program outcomes assessment, and assessment of student satisfaction, course evaluations, and the use of software to facilitate the assessment process.
- Managing state and federal reporting including the analysis of large aggregate data and development of reports for the University, OSU/A&M Board of Regents, OSRHE, HLC, and other entities.
- Overseeing and managing all program review activities.
- Serving as the administrative liaison to various faculty committees/councils such as the University Assessment Committee, Institutional Review Board (IRB), and Academic Policies.
- Managing the staff of the Office of Institutional Research and Planning.
- Overseeing the development of best practice in data governance and processes for institutional research to support data-informed decision-making and strategic planning.
- Representing the Academic Affairs division in Vice President's absence or as needed.
- Other duties as assigned by the Vice President for Academic Affairs and the President.



Additional duties and responsibilities may include, but are not limited to:

- Serve and/or lead University committees and standing committees as designated by the Vice President of Academic Affairs.
- Act as interim division head, as requested, when VP is unavailable.
- Perform other duties as assigned

**Minimum Qualifications:**

- Doctoral degree from a regionally-accredited university required
- Five (5) years of related higher education experience in one or more of the following areas: accreditation, assessment, institutional research, or program evaluation.
- Excellent written and oral communication skills

**Preferred Qualifications:**

- Seven (7) years of related higher education experience in one or more of the following areas: accreditation, assessment, institutional research, or program evaluation.
- Proven experience with HLC Accreditation
- College teaching experience

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

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

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**Request for Program Modification**

ATTACHMENT C

***Oklahoma State Regents for Higher Education***

Institution submitting request: **Langston University**

Contact person: Dr. Elicia Pollard

Title: Dean, School of Physical Therapy

Phone number: 405-466-2925

Current title of degree program (Level II): Doctor of Physical Therapy (DPT)

Current title of degree program (Level III): Click here to enter text.

State Regent's three-digit program code: 058

Degree Granting Academic Unit: School of Physical Therapy

With approved options in: A. Doctor of Physical Therapy Degree

**TYPE OF REQUEST:** Check all appropriate types of changes and complete **ONLY** the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2018

- ☐ (1) Program Deletion
- ☐ (2) Program Suspension
- ☐ (3) Change of Program Name and/or Degree Designation
- ☐ (4) Option Addition
- ☐ (5) Option Deletion
- ☐ (6) Option Name Change
- ☒ (7) Program Requirement Change
- ☐ (8) Other Degree Program Modification

***Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!***

***NOTE: Information not included in the requested modification may cause a delay in processing.***

**Signature of President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Date of Governing Board Approval:** \_\_\_\_\_



*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
(continued)

Institution submitting request: **Langston University**

Program name and State Regents' three-digit program code to be modified:  
058 Physical Therapy-DPT

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- ☐ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☐ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from          to  
Explain:

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

The DPT program course descriptions were updated to better inform students about the subject matter and breadth of physical therapy courses. The changes do not affect the content.  
Please see attachment.

Number of new courses being added to course inventory: 0  
List new courses being added to the course inventory: NA  
Number of courses being deleted from course inventory: 0  
List courses being deleted from the course inventory: NA

Reason for requested action (attach no more than one page if space provided is inadequate):

The course descriptions have not been updated in the past 10 years. A review of the course descriptions revealed that the current descriptions do not describe the scope of the content and contemporary approach to the courses.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

Click here to enter text.



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Will requested change impact an embedded certificate? ☒No ☐Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. Click here to enter text.*

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**For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics*, *Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
Click here to enter text.
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
Click here to enter text.
3. How does this mathematics course articulate with your partner institutions?  
Click here to enter text.

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

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*Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.*

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

**The curriculum will remain the same. I am not requesting any changes to the curriculum.**

Current Curriculum	Proposed Curriculum
PT 5904 Human Gross Anatomy	PT 5904 Human Gross Anatomy
PT 5912 Critical Thinking for Professional Education and Practice	PT 5912 Critical Thinking for Professional Education and Practice
PT 5914 Biomechanics and Human Motion Analysis	PT 5914 Biomechanics and Human Motion Analysis
PT 5934 Physical Therapy Tests and Measurements	PT 5934 Physical Therapy Tests and Measurements
PT 5944 Physical Therapy Procedures I	PT 5944 Physical Therapy Procedures I
PT 5902 Human Microanatomy	PT 5902 Human Microanatomy
PT 5913 Neuroscience	PT 5913 Neuroscience
PT 5924 Human Pathophysiology	PT 5924 Human Pathophysiology
PT 5953 Human Interaction in Health Care	PT 5953 Human Interaction in Health Care
PT 5964 Musculoskeletal Physical Therapy I	PT 5964 Musculoskeletal Physical Therapy I
PT 6223 Methods of Instruction and Consultation	PT 6223 Methods of Instruction and Consultation
PT 5973 Research Methods in Physical Therapy	PT 5973 Research Methods in Physical Therapy
PT 5984 Physical Therapy Procedures II	PT 5984 Physical Therapy Procedures II
PT 6004 Clinical Education I	PT 6004 Clinical Education I
PT 6002 Clinical Education Seminar I	PT 6002 Clinical Education Seminar I
PT 6114 Neuromuscular Physical Therapy	PT 6114 Neuromuscular Physical Therapy
PT 6124 Musculoskeletal Physical Therapy II	PT 6124 Musculoskeletal Physical Therapy II
PT 6003 Evidence-Based Medicine	PT 6003 Evidence-Based Medicine
PT 6263 Public Policy in Community Health	PT 6263 Public Policy in Community Health
PT 6133 Cardiovascular and Pulmonary PT	PT 6133 Cardiovascular and Pulmonary PT
PT 6163 Basic Pharmacology for PT	PT 6163 Basic Pharmacology for PT
PT 6174 Neuromuscular Physical Therapy II	PT 6174 Neuromuscular Physical Therapy II
PT 6183 Prosthetics and Orthotics	PT 6183 Prosthetics and Orthotics
PT 6193 Geriatric Physical Therapy	PT 6193 Geriatric Physical Therapy
PT 6213 Organization and Management	PT 6213 Organization and Management
PT 6153 Scientific Inquiry	PT 6153 Scientific Inquiry
PT 6203 Pediatric Physical Therapy	PT 6203 Pediatric Physical Therapy
PT 6233 Exercise Science and Sports PT	PT 6233 Exercise Science and Sports PT
PT 6273 Nutrition Science	PT 6273 Nutrition Science
PT 6104 Clinical Education II	PT 6104 Clinical Education II
PT 6102 Clinical Education Seminar II	PT 6102 Clinical Education Seminar II
PT 6204 Clinical Education III	PT 6204 Clinical Education III
PT 6202 Clinical Education Seminar III	PT 6202 Clinical Education Seminar III
PT 6304 Clinical Education IV	PT 6304 Clinical Education IV
PT 6302 Clinical Education Seminar IV	PT 6302 Clinical Education Seminar IV



CURRENT COURSE DESCRIPTIONS	PROPOSED COURSE DESCRIPTIONS
<p><b>PT5912</b> <b>Critical Thinking for Professional Education and Practice</b> Critical Thinking for Professional Education and Practice is a required course for the Doctor of Physical Therapy students in the first semester of professional education. The course introduces the students to critical thinking using elements of thought essential for problem solving. The course focuses on the application of critical thinking to enhance the teaching and learning process essential for success in professional education and professional practice. This is a foundation course and is required for progression in the physical therapy course of study.</p> <p>Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p>	<p><b>PT5912</b> <b>Critical Thinking for Professional Education and Practice</b> Critical Thinking for Professional Education and Practice is a required course for the Doctor of Physical Therapy students in the first semester of professional education. The course introduces the students to critical thinking using elements of thought essential for problem solving. The universal intellectual standards are used as the basis for application of core knowledge. The essential intellectual traits required for professional practice in today's health care arena will be presented. The course focuses on the application of critical thinking to enhance the teaching and learning process essential for success in professional education and professional practice. This is a foundation course and is required for progression in the physical therapy course of study.</p> <p>Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p>
<p><b>PT 5902</b> <b>HUMAN MICROANATOMY</b> Human Microanatomy is a full semester course that is the study of the human body tissues and organs at the cellular level. Normal tissue structure and function will be presented as the basis for understanding the changes that occur in the presence of tissue and organ injury and disease. This is a foundation course and is required for progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p>	<p><b>PT 5902</b> <b>HUMAN MICROANATOMY</b> Human Microanatomy is a full semester course that is the study of the human body tissues and organs at the cellular level. Normal tissue structure and function will be presented as the basis for understanding the changes that occur in the presence of tissue and organ injury and disease. In particular blood, bone, muscle, nerve, ligament, tendon, and integumentary tissues will be comprehensively studied. This is a foundation course and is required for progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5913</b> <b>NEUROSCIENCE</b> Neuroscience is the study of the science of the human nervous system. The neuroanatomy and specialized function of the central and peripheral nervous systems to receive sensory stimuli and transmit the information to the effector organs will be studied intensively. The specialized cells and organized neural tracts of the</p>	<p><b>PT 5913</b> <b>NEUROSCIENCE</b> Neuroscience is the study of the science of the human nervous system--central and peripheral nervous systems. The neuroanatomy and specialized function of the central and peripheral nervous systems to receive sensory stimuli and transmit the information to the</p>



<p>brain and spinal cord and the peripheral nerves will be presented in detail. The peripheral nerves of the cranial and spinal regions and their associated ganglia will provide the foundation knowledge for the future study of the neuromusculoskeletal factors that affect the human body performance. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite courses: PT 5904 Human Gross Anatomy and PT 5902 Microanatomy.</p>	<p>effector organs will be studied intensively. The specialized cells and organized neural tracts of the brain and spinal cord and the peripheral nerves will be presented in detail. The peripheral nerves of the cranial and spinal regions and their associated ganglia will provide the foundation knowledge for the future study of the neuromusculoskeletal factors that affect the human body performance. This course is a foundation course and is required for continued progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5914</b> <b>BIOMECHANICS AND HUMAN MOVEMENT ANALYSIS</b></p> <p>Biomechanics and Human Motion Analysis is the study of human movement potential with emphasis on the application of kinetic and kinematic principles. Joint motion and muscle function will be studied in relation to the human movements practiced in the activities of daily living. This course is a foundation course and is required for progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite course: PT 5904 Human Gross Anatomy.</p>	<p><b>PT 5914</b> <b>BIOMECHANICS AND HUMAN MOTION ANALYSIS</b></p> <p>Biomechanics and Human Motion Analysis is the study of human movement potential with emphasis on the application of kinetic and kinematic principles. Joint motion and muscle function will be studied in relation to the human movements practiced in the activities of daily living. Emphasis will be placed on the following: 1) the analysis of human motion, 2) the analysis of normal and abnormal posture and gait, 3) the analysis of total patterns of movement, 4) the application of ergonomic principles for injury reduction with particular emphasis on repetitive motion injuries, and 5) features of normal human movement across the lifespan. This course is a foundation course and is required for progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5934</b> <b>PHYSICAL THERAPY TESTS AND MEASUREMENTS</b></p> <p>Physical Therapy Tests and Measurements is a course designed to introduce the first year physical therapy student to the fundamental tests and measures used in physical therapy. Tests and measurements used to assess the neuromuscular, musculoskeletal, integumentary system, cardiac and pulmonary systems are presented. This is a foundation course required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p>	<p><b>PT 5934</b> <b>PHYSICAL THERAPY TESTS AND MEASUREMENTS</b></p> <p>Physical Therapy Tests and Measurements is a course designed to introduce the first-year physical therapy student to the use of assessment measures in physical therapy. The fundamental testing procedures used by physical therapists to determine the physical properties associated human movement including joint movement, joint range of motion, joint stability, muscle length and muscle strength, and sensory interpretation will be presented.</p>



<p>Prerequisite course: PT 5904 Human Gross Anatomy.</p>	<p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5944</b> <b>PHYSICAL THERAPY PROCEDURES I</b> Physical Therapy Procedures I is a basic course in the study of physical handling, positioning, and mobility training in the administration of physical therapy treatments. The first year physical therapy student will be presented with the essentials of occupational safety and health standards including infection control and injury and disease prevention. The use of good body mechanics for self and the patient/client will be presented and practiced. The student will also be instructed on the importance of applying the fundamentals of patient care procedures. Students enrolled in this course will participate in service learning. This is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite course: PT 5904 Human Gross Anatomy.</p>	<p><b>PT 5944</b> <b>PHYSICAL THERAPY PROCEDURES I</b> Physical Therapy Procedures I an introductory course focusing on the principles and techniques of patient care. This course introduces students to the elements of patient management: screening, examination, evaluation, diagnosis, prognosis and intervention, which leads to measurable and functional outcomes in patient care. Students are taught basic physical therapy skills as they apply to verbal and non-verbal communication, infection control, positioning and draping, documentation, patient interviews, wheelchair mobility and prescription, transfer training, gait training, prescription of various assistive devices, introduction to therapeutic exercise, patient education and prescription of home exercise programs. The use of good body mechanics for self and the patient/client will also be presented and practiced. This is a foundation course and is required for continued progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5924</b> <b>HUMAN PATHOPHYSIOLOGY</b> Human Pathophysiology is the study of the biological properties and functions of the systems of the human body. Cell function within the body will be comprehensively studied in each of the following systems: respiratory, cardiac, renal, hepatic, gastrointestinal, circulatory, immune, metabolic, endocrine, and the special senses. The physiology of pathology and disease for each of these systems will be presented. The student will develop the foundation knowledge of human physiology and understand the factors that contribute to pathology and disease. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite courses: PT 5904 Human Gross Anatomy and PT 5902 Microanatomy.</p>	<p><b>PT 5924</b> <b>HUMAN PATHOPHYSIOLOGY</b> Human Pathophysiology is the study of the biological properties and functions of the systems of the human body. Cell function within the body will be comprehensively studied in each of the following systems: Respiratory, cardiac, renal, hepatic, gastrointestinal, circulatory, immune, metabolic, endocrine, and the special senses. The physiology of pathology and disease for each of these systems will be presented. The student will develop the foundation knowledge of human physiology and understand the factors that contribute to pathology and disease. This course is a foundation course and is required for continued progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5953</b> <b>HUMAN INTERACTION IN HEALTH CARE</b></p>	<p><b>PT 5953</b> <b>HUMAN INTERACTION IN HEALTH CARE</b></p>



<p>Human Interaction in Health Care is a course that presents the role of the physical therapist in a human service profession and specifically in the health care arena. The course includes topics related to health care service delivery for patients/clients, families, and health personnel. The role of the clinician in meeting cultural competency with regard to the practice of physical therapy will be presented. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students. Prerequisite coursework: Year I Fall semester physical therapy coursework.</p>	<p>Human Interaction in Healthcare is a course that presents the role of the physical therapist as human service professional in the health care arena. The course presents many topics and challenges that affect health care service delivery. The human interaction with patient/clients, family members, healthcare providers, and other personnel in medical and social service agencies will be discussed. Effective models of communication, understanding HIPAA regulations, end-of-life issues, ethical decision-making, and cultural diversity in health care will be explored in depth. The student will have the opportunity to complement the didactic teaching and learning occurring in the classroom setting by interacting with physical therapists, patients, and other health care providers in the clinical setting.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5964</b> <b>MUSCULOSKELETAL PHYSICAL THERAPY I</b> Musculoskeletal Physical Therapy I is the first of a two-course sequence that prepares the student to attain clinical competency in the management of individuals with musculoskeletal problems. This course is a foundation course for the Clinical Education I experience. The student must successfully complete this course before progressing to the Clinical Education I course. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students. Prerequisite courses: PT 5904 Human Gross Anatomy, PT 5902 Microanatomy, PT 5934 Test and Measurement, and PT 5944 Physical Therapy Procedures I.</p>	<p><b>PT 5964</b> <b>MUSCULOSKELETAL PHYSICAL THERAPY I</b> Musculoskeletal Physical Therapy I prepare students to conduct screenings, examinations and evaluations; to develop diagnosis, prognosis and outcome expectations; to develop, implement, and modify intervention programs; and to assess effectiveness of intervention programs through re-examination for patients with musculoskeletal conditions commonly seen in diverse populations. This course will focus on the extremities. Students will apply concepts of anatomy, physiology, biomechanics and movement analysis, therapeutic tests and measurements, and therapeutic procedures while utilizing the preferred practice pattern, as outlined in The Guide to Physical Therapist Practice. This course is a foundation course for Clinical Education I.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5973</b> <b>RESEARCH METHODS IN PHYSICAL THERAPY</b> Research Methods in Physical Therapy presents the elements of scientific inquiry and research methodology for students in the health sciences. Students will learn</p>	<p><b>PT 5973</b> <b>RESEARCH METHODS IN PHYSICAL THERAPY</b> Research Methods in Physical Therapy presents the elements of scientific inquiry and research</p>



<p>qualitative and quantitative research methods and experimental, non-experimental research designs as well as the single case research design. This course is a foundation course for the research component of the physical therapy course of study. The student must successfully complete this course for continued progression in the program. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite coursework: Year I Fall semester physical therapy coursework.</p>	<p>methodology for students in the health sciences. Students will learn qualitative and quantitative research methods and research designs that include experimental, non-experimental and single system designs. Students will demonstrate knowledge of critical review of the literature and sample populations in research method and designs and application of research statistics in evaluation of published studies. This course is the foundation course for the research component of the physical therapy course of study</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 5984</b> <b>PHYSICAL THERAPY PROCEDURES II</b> Physical Therapy Procedures II expands on the information presented in the Physical Therapy Procedures I course. The student will apply the information presented in Physical Therapy Procedures I while learning about physical therapy interventions and strategies for patient/client care using therapeutic physical agents such as hydrotherapy, cryotherapy, heat, ultrasound, electrotherapeutic modalities, and therapeutic massage. Students are required to participate in service learning. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite courses: PT 5943 Physical Therapy Procedures I and Year I Fall semester physical therapy coursework.</p>	<p><b>PT 5984</b> <b>PHYSICAL THERAPY PROCEDURES II</b> Physical Therapy Procedures II expands on the information presented in the Physical Therapy Procedures I course. The student applies the information presented in Physical Therapy Procedures I while learning about physical therapy interventions and strategies for patient/client care through wound assessment and treatment, the application of physical agents, electrotherapeutic modalities, and massage. The student will also learn to apply the principles of therapeutic exercises in combination with therapeutic modalities in developing a comprehensive treatment program.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6223</b> <b>METHODS OF INSTRUCTION AND CONSULTATIONS</b> Methods of Instruction and Consultation is a required course. The course emphasizes the role of the physical therapist as an educator of patients/clients, health care providers, family members. The principles and methods of effective teaching will be presented and applied in the clinical course as the students develop physical therapy patient management and organizational skills in each of these areas. The role of the physical therapist as a consultant will be presented. Students will be required to participate in service learning. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p>	<p><b>PT 6223</b> <b>METHODS OF INSTRUCTION AND CONSULTATIONS</b> Methods of Instruction and Consultation in Physical Therapy is a course offered in conjunction with PT 6124 Musculoskeletal Physical Therapy I, PT 5984 Physical Therapy Procedures II and PT 5953 Human Interaction in Healthcare. The course emphasizes the role of the physical therapist as an educator of patients/clients, health care providers, family members, and the public at large. The principles and methods of effective teaching will be presented and applied in the clinical courses as the students develop physical therapy patient management and organizational skills in each of these areas. The role of the physical therapist as a consultant will be presented.</p>



	Prerequisites: Successful completion of all previous DPT program courses.
<p><b>PT 6002</b> <b>CLINICAL EDUCATION SEMINAR I</b> Clinical Education Seminar I provides the education forum that will allow the student to demonstrate that the didactic learning opportunities presented in Year I of the physical therapy course of study and in the first full-time clinical education experience have been adequately integrated. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I physical therapy coursework and PT 6004 Clinical Education I.</p>	<p><b>PT 6002</b> <b>CLINICAL EDUCATION SEMINAR I</b> Clinical Education Seminar I is the first of four clinical education seminars and follows the completion of the Clinical Education I course. Clinical Education Seminar I is designed to provide the student with the opportunity to reflect on the clinical education experience of Clinical Education I and engage the student in critical reasoning that integrates the didactic curriculum and the clinical education curriculum for the Year I of the DPT program. Specifically, the course offers a teaching and learning theme centered on rural practice of physical therapy. The physical therapy management of farmers and ranchers is incorporated in Clinical Education Seminar I.</p> <p>Prerequisites: Students must successfully complete Year I coursework in the DPT program and PT 6004 Clinical Education I.</p>
<p><b>PT 6004</b> <b>CLINICAL EDUCATION I</b> Clinical Education I is the first of four full-time clinical education experiences and follows completion of Year I of the physical therapy course of study. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite: Year I physical therapy coursework.</p>	<p><b>PT 6004</b> <b>CLINICAL EDUCATION I</b> Clinical Education I is the first of four full-time clinical education courses required of students enrolled in the Doctor of Physical Therapy program. Students participate in eight (8) weeks of full time clinical practice immediately following the year I course of study. The focus of the clinical education experience is to reinforce and mature the cognitive, psychomotor and affective skills essential for the professional practice of Physical Therapy. Emphasis is placed on clinical practice in primary and secondary care settings which enable the student to practice theoretical concepts and skills introduced in the year 1 course of study.</p> <p>Pre-requisites: Students must have successfully completed Year I coursework in the DPT program</p>
<p><b>PT 6114</b> <b>NEUROMUSCULAR PHYSICAL THERAPY I</b> Neuromuscular Physical Therapy I introduces the student to the current concepts in the study of neuroscience in physical therapy. The motor control and motor learning theories of human movement and the various theories of recovery of motor function after injury to the neurological system are presented. The</p>	<p><b>PT 6114</b> <b>NEUROMUSCULAR PHYSICAL THERAPY I</b> Neuromuscular Physical Therapy I introduces the student to the current concepts in the study of neuroscience in physical therapy. The motor control and motor learning theories of human movement, and the theories of recovery of motor function after injury to the neurological system are</p>



<p>neuromuscular physical therapy practice patterns will be applied to the course content and laboratory practice sessions. This course is offered in the fall semester of Year II of the DPT. Service learning is required. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I physical therapy coursework and PT 6004 Clinical Education I.</p>	<p>presented. The essentials of the neurologic examination are presented in depth in the course. Clinical case studies support the teaching and learning of this material. The neuromuscular physical therapy practice patterns in the Guide to Physical Therapist Practice will be applied to the course content and laboratory practice sessions. This course is offered in the fall semester of Year II of the DPT degree program.</p> <p>Prerequisites: Students must have successfully completed the Year I coursework in the DPT program, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar I.</p>
<p><b>PT 6124</b> <b>MUSCULOSKELETAL PHYSICAL THERAPY II</b> Musculoskeletal Physical Therapy II is the second course in the physical therapy examination and treatment of the patient/client with musculoskeletal dysfunction. The student will continue to learn the physical therapy management of patients/clients as identified in the preferred practice patterns in the <b>Guide to Physical Therapist Practice</b>. The student will learn the best practice in the rehabilitation management of the patient/client with musculoskeletal dysfunction. The use of evidence-based clinical decision making for the management of the individual with musculoskeletal impairments will be required in the clinical case study approach that will be integrated into the course. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I physical therapy coursework to include Musculoskeletal Physical Therapy I and PT 6004 Clinical Education I.</p>	<p><b>PT 6124</b> <b>MUSCULOSKELETAL PHYSICAL THERAPY II</b> Musculoskeletal Physical Therapy II is the second course in the musculoskeletal physical therapy series. This course prepares students to conduct screening, examinations and evaluations; to develop diagnosis, prognosis and outcome expectations; to develop, implement, and modify intervention programs; and to assess effectiveness of intervention programs through re-examination for patients with musculoskeletal conditions of the spine, posture and gait commonly seen in diverse populations. Students will apply concepts of anatomy, physiology, biomechanics and movement analysis, therapeutic tests and measurements, and therapeutic procedures while utilizing the preferred practice pattern, as outlined in The Guide to Physical Therapist Practice. This course is a continuation of Musculoskeletal Physical Therapy I.</p> <p>Prerequisites: Students enrolled in this course must have successfully completed the Year I course work in the DPT program, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar I.</p>
<p><b>PT 6133</b> <b>CARDIOVASCULAR AND PULMONARY PHYSICAL THERAPY</b> Cardiovascular and Pulmonary Physical Therapy is the in-depth study of the physical therapy clinical practices applied to the management of individuals with circulatory, cardiac and/or pulmonary system dysfunction. The preferred practice patterns for cardiovascular and pulmonary physical therapy</p>	<p><b>PT 6133</b> <b>CARDIOVASCULAR AND PULMONARY PHYSICAL THERAPY</b> Cardiovascular and Pulmonary Physical Therapy is the in-depth study of the physical therapy clinical practices applied to the management of individuals with circulatory, cardiac and/or pulmonary system dysfunction. The course presents the clinical pathophysiology of the</p>



<p>identified in the Guide to Physical Therapists Practice will be presented in detail. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I physical therapy coursework, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar II.</p>	<p>circulatory, cardiac, and pulmonary systems to comprehensively address the physical therapy management of individuals with compromised cardiac and pulmonary health status. Students will study the preferred practice patterns for cardiovascular and pulmonary physical therapy identified in the Guide to Physical Therapist Practice. This is a foundation course for Clinical Education II.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6003</b> <b>EVIDENCE- BASED MEDICINE</b></p> <p>Evidence-Based Medicine is a course in scientific inquiry. The course prepares the student for evidence-based clinical practice through the study of research practices that assist physical therapists and other health care practitioners determine the purpose of clinical investigations, consequences, and outcomes of the scientific inquiry process. Students will learn and apply the Sackett model of evidence-based medicine to the physical therapy management of individuals with integumentary, musculoskeletal, cardiac and pulmonary and neurological conditions. Rehabilitation outcome measures will be emphasized in the course. The course is the second of three required courses in the research track within the curriculum. Enrollment in this course is restricted to Year II physical therapy students.</p> <p>Prerequisites: Year I physical therapy coursework.</p>	<p><b>PT 6003</b> <b>EVIDENCE- BASED MEDICINE</b></p> <p>Evidence-Based Medicine prepares the student for evidence-based clinical practice through the study of the principles of evidence-based medicine as applied to physical therapy. Students in this course develop advanced skills for conducting evidence based practice including clinical decision making that integrates the best available scientific research evidence with clinical expertise and each patient's unique values. Specific topics include interpretation of research evidence about diagnosis, outcome measures, and the patient experience (qualitative studies).</p> <p>Prerequisites: Students must have successfully completed the Year I course work in the DPT program, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar I.</p>
<p><b>PT 6153</b> <b>SCIENTIFIC INQUIRY</b></p> <p>Scientific Inquiry I is the second of four courses in developing critical thinking in the physical therapy professional. The course will prepare the student to analyze clinical decisions based on evidence that is provided through the scientific investigation process of research. The student is expected to complete identification of the problem and conduct a thorough review of the scientific literature related to the problem. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I physical therapy coursework and PT 6004 Clinical Education 1 and PT 6002 Clinical Education Seminar II.</p>	<p><b>PT 6153</b> <b>SCIENTIFIC INQUIRY</b></p> <p>Scientific Inquiry is an elective course in the DPT curriculum. This course will prepare the student to analyze clinical decisions based on evidence that is provided through the scientific investigation process of research. The student is expected to complete identification of the problem and conduct a thorough review of the scientific literature related to the problem.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6163</b></p>	<p><b>PT 6163</b></p>



<p><b>BASIC PHARMACOLOGY FOR PHYSICAL THERAPISTS</b></p> <p>Basic Pharmacology for Physical Therapists presents an overview of the medications typically used in the management of patients with acute and chronic illness that affect the musculoskeletal, neuromuscular, cardiopulmonary, and integumentary systems. The specific categories of drugs and their properties, indications, contraindications, and precautions will be detailed. Physical therapist knowledge of medications and their effects and interactions with other medications and exercise will be emphasized. The role of the physical therapist in providing patient education in the use of medications as required in home care physical therapy practices will be discussed. The management strategies for retaining a base-line knowledge of basic pharmacology in the presence of the frequent changes in pharmaceutical options will be presented. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I coursework, PT 6004 Clinical Education, and PT 6002 Clinical Education Seminar II.</p>	<p><b>BASIC PHARMACOLOGY FOR PHYSICAL THERAPISTS</b></p> <p>Basic Pharmacology for Physical Therapists presents an overview of the medications typically used in the management of patients with acute and chronic illness that affect the musculoskeletal, neuromuscular, cardiopulmonary, and integumentary systems. The specific categories of drugs and their properties, indications, contraindications, and precautions will be detailed. Physical therapist knowledge of medications and their effects and interactions with other medications and exercise will be emphasized. The role of the physical therapist in providing patient education in the use of medications as required in home care physical therapy will be discussed. The management strategies for retaining base-line knowledge of basic pharmacology in the presence of the frequent changes in pharmaceutical options will be presented. This course is a foundation course and is required for continued progression in the physical therapy course of study.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6174</b> <b>NEUROMUSCULAR PHYSICAL THERAPY II</b></p> <p>Neuromuscular Physical Therapy II continues to develop the physical therapy student in the ability to develop clinical competency and proficiency in the patient care management of the individual with neuromuscular impairments. The student will learn about the acute and sub-acute rehabilitation process as well as long-term rehabilitation and outpatient rehabilitation service delivery models. The student will develop proficiency in the management of individuals with traumatic brain injury, spinal cord injury, and non-progressive and progressive degenerative disorders of the nervous system. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I and Year II Summer and Fall semester physical therapy coursework.</p>	<p><b>PT 6174</b> <b>NEUROMUSCULAR PHYSICAL THERAPY II</b></p> <p>Neuromuscular Physical Therapy II continues to develop the physical therapy student in clinical competency in the patient care management of individuals with neuromuscular impairments. The essential practice of physical therapy screening, examination, evaluation, diagnosis, prognosis, treatment interventions, re-evaluations, and outcome assessments of patients/clients with neuromuscular dysfunction will be presented using the preferred physical therapy practice patterns. The student will learn the acute, sub-acute, long-term rehabilitation in-patient and outpatient service delivery models available for patients with neurologic dysfunction. The student will develop proficiency in the management of individuals with stroke, traumatic brain injury, spinal cord injury, progressive and nonprogressive degenerative disorders of the nervous system. A variety of treatment approaches for the facilitation of recovery of function and improvement in</p>



	<p>functional mobility will be presented and practiced in this course.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6183</b> <b>PROSTHETICS AND ORTHOTICS</b> Prosthetics and Orthotics is the course that offers the study of the clinical application of prosthetic and orthotic devices in physical rehabilitation. The clinical decision making process applied to determining the prosthetic and orthotic needs of individuals with musculoskeletal impairments and limb amputation is presented. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I and II Summer and Fall semester physical therapy coursework.</p>	<p><b>PT 6183</b> <b>PROSTHETICS AND ORTHOTICS</b> Prosthetics and Orthotics is the course that offers the study of the clinical application of prosthetic and orthotic devices in physical rehabilitation. The course will present factors that result in loss of limb function; the residual deficits to the individual in physical, social, and emotional parameters; the state-of-the-art materials used in the fabrication of prostheses and orthoses; and the rehabilitation process necessary to maximize function and facilitate recovery of function for the individual. The clinical decision making process applied to determining the prosthetic and orthotic needs of individuals with physical impairments is presented. The physical rehabilitation process for patients with musculoskeletal impairments and limb amputation is presented. This is a foundation course for Clinical Education II.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6193</b> <b>GERIATRIC PHYSICAL THERAPY</b> Geriatric Physical Therapy emphasizes the physical therapy management procedures that are specific to the elder patient/client. Specific health care demands and conditions germane to the geriatric population will be presented. Critical thinking in the ways and means for maximizing physical, emotional, and social functioning for the geriatric client will be explored. Service learning is required in this course. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I and Year II Summer and Fall semesters physical therapy coursework.</p>	<p><b>PT 6193</b> <b>GERIATRIC PHYSICAL THERAPY</b> Geriatric Physical Therapy emphasizes the physical therapy management procedures that are specific to the aging adult patient/client. Specific health care demands and conditions germane to the aging adult population will be presented. Critical thinking in the ways and means for maximizing physical, emotional, and social functioning for the aging adult client will be explored. The course is also tailored to apply the physical therapy patient/client expectations and the physical therapy professional practice expectations in a defined population. The course enables the student to analyze and synthesize physical therapy practice expectations within the preferred practice patterns identified in the Guide to Physical Therapist Practice as they apply to the aging adult patient/client.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>



<p><b>PT 6213</b> <b>PHYSICAL THERAPY ORGANIZATION AND MANAGEMENT</b></p> <p>Physical Therapy Organization and Management is a course that presents organizational and managerial strata necessary for the effective delivery of the physical therapy services. The structure and organization as well as the human resources, organizational missions and philosophy will be presented for a variety of agencies and service delivery models. The business practice and operational finances and the cost accounting and financial analysis of providing physical therapy services in a variety of different settings is presented in the course. Service learning is required in this course. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students. Prerequisites: Year I and Summer and Fall Year II Physical Therapy coursework. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year 11 Physical Therapy coursework, Year III Clinical Education II and Clinical Seminar II.</p>	<p><b>PT 6213</b> <b>PHYSICAL THERAPY ORGANIZATION AND MANAGEMENT</b></p> <p>Physical Therapy Organization and Management is a course that presents organizational and managerial strata necessary for the effective delivery of the physical therapy services. The structure and organization as well as the human resources, organizational missions and philosophy will be presented for a variety of agencies and service delivery models. The business practice and operational finances and the cost accounting and financial analysis of providing physical therapy services in a variety of different settings is presented in the course. The advantages and disadvantages of independent practice opportunities, collaborative practice opportunities, consultative physical therapy services, fee-for-service, pro bono services will be discussed. The challenges of quality health care service delivery in the presence of the changing health care environment will be addressed. The student participates in a clinical education integrated experience that affords the opportunity to work with community managers and program directors in the physical therapy environments. Successful completion of this course is required for participation in the Clinical Education II course.</p> <p>Prerequisites: Students must have successfully completed the Year I course work in the DPT program, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar I.</p>
<p><b>PT 6203</b> <b>PEDIATRIC PHYSICAL THERAPY</b></p> <p>Pediatric Physical Therapy presents the physical therapy management of infants and children with developmental impairments using the education model of service delivery from birth to 21 years of age. The specific biophysical, clinical, educational, social, and environmental considerations germane to pediatric clients will be emphasized. The student will learn to apply the use of the disablement framework in the pediatric population. The student will review the theories of motor learning and motor control and develop physical therapy management approaches based on clinical evidence for recovery of motor function. The public policies on equal access to education and the Individuals with Disabilities Education Act (IDEA) will be thoroughly presented. The physical therapy practice opportunities in the education</p>	<p><b>PT 6203</b> <b>PEDIATRIC PHYSICAL THERAPY</b></p> <p>Pediatric Physical Therapy presents the physical therapy management of neonates, infants, children and adolescents with developmental impairments. The biophysical, biomedical, educational, social, and environmental considerations germane to pediatric clients will be emphasized. The student will learn to apply the disablement framework to the pediatric population. The public policies pertaining to maternal and child care as well as education (IDEA) will be presented. The student will learn to apply the physical therapy practice expectations and patient/client management expectations specific to pediatric clients within in the educational setting and the medical setting.</p>



<p>setting and in the medical model setting will each be discussed in the classroom. This course is a foundation course for Clinical Education III and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year II Physical Therapy coursework, Year III Clinical Education II, and Clinical Seminar II.</p>	<p>Prerequisites: Students must have successfully completed the Year I course work in the DPT program, PT 6004 Clinical Education I, and PT 6002 Clinical Education Seminar I.</p>
<p><b>PT 6204</b> <b>CLINICAL EDUCATION III</b> Clinical Education III requires the student to participate in a full-time clinical education experience for six consecutive weeks. The student will have the opportunity to select a clinical education experience that complements the previous clinical education experiences and addresses the clinical education needs identified by the Director of Clinical Education and the student. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year III Fall semester Physical Therapy coursework, including completion of PT 6253 Research Forum.</p>	<p><b>PT 6204</b> <b>CLINICAL EDUCATION III</b> Clinical Education III is the third of four full-time clinical education courses required of the students enrolled in the Doctor of Physical Therapy program. Students participate in a full-time clinical experience for eight consecutive weeks. The type of clinical education experience can vary in specialty and/or patient population. The clinical education experience may be based in an urban and/or rural setting so that the student will learn effective physical therapy practice and management for urban as well as for rural consumers of health care.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6233</b> <b>EXERCISE SCIENCE AND SPORTS PHYSICAL THERAPY</b> Exercise Science and Sports Physical Therapy expands on the student's knowledge of the physiology of exercise and incorporates the musculoskeletal physical therapy, the neuromuscular physical therapy, and the cardiopulmonary physical therapy management approaches for the enhancement of physical performance in the athlete. The value and importance of exercise and sports physical therapy for all individuals across the life span and for individuals with physical and emotional impairments will be presented. A main educational focus is sports injury prevention and rehabilitation. This course is required as a pre-requisite for participation in Clinical Education III. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year II Physical Therapy coursework, Year III Clinical Education II and Clinical Seminar II.</p>	<p><b>PT 6233</b> <b>EXERCISE SCIENCE AND SPORTS PHYSICAL THERAPY</b> Exercise Science and Sports Physical Therapy expands on the student's knowledge of the physiology of exercise and incorporates the musculoskeletal physical therapy, the neuromuscular physical therapy, and the cardiopulmonary physical therapy management approaches for the enhancement of physical performance in the athlete. The value and importance of exercise and sports physical therapy for all individuals across the life span will be emphasized. Health promotion and disease prevention will be integrated to the course content that emphasizes rehabilitation after injury. The course relies on evidence-based sports medicine to support each of the teaching and learning units.</p> <p>Prerequisites: Successful completion of all Year I and Year II DPT program courses.</p>



<p><b>PT 6273</b> <b>NUTRITION SCIENCE FOR HEALTH AND WELLNESS</b></p> <p>Nutrition in Health and Wellness presents the critical crisis of the health status of Americans in the twenty-first century. The nutritional factors that have contributed and continue to influence the deterioration of the health state of citizens will be presented. The nutritional and environmental linkages between disease prevention, disease control, and health promotion will be emphasized. The student will be required to explore and develop the role of the physical therapist as an advocate for good nutrition, health wellness, and physical fitness. The student will develop a health promotion program for citizens living in rural Oklahoma that encourage healthy living through good nutrition, addressing health needs, and daily physical fitness. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year II Physical Therapy coursework, Year III Clinical Education II, and Clinical Seminar II.</p>	<p><b>PT 6273</b> <b>NUTRITION SCIENCE FOR HEALTH AND WELLNESS</b></p> <p>Nutrition Science for Health and Wellness course is designed to provide the knowledge and understanding of science of nutrition, emphasizing the relationship between food, nutrition and human health. The nutritional and environmental linkages between disease prevention, disease control, and health promotion will be emphasized. The community health model for health promotion and disease prevention will be emphasized. The student will be required to explore and develop the role of the physical therapist along with other health care professionals as an advocate for good nutrition, health wellness, and physical fitness. Nutrition factors associated with Minority Health and Minority Health Disparities will be studied. The student will develop a community health promotion program for citizens living in rural Oklahoma that encourages healthy living through good nutrition, addressing health needs, and daily physical fitness.</p> <p>Prerequisites: Successful completion of all Year I and Year II DPT program courses.</p>
<p><b>PT 6102</b> <b>CLINICAL EDUCATION SEMINAR II</b></p> <p>Clinical Education Seminar II provides the educational forum that will allow the student to demonstrate that the didactic learning opportunities presented in Year II of the physical therapy course of study and the second full-time clinical education experience have been adequately integrated. Students engage in learning how to be a clinical instructor. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: PT 6205 Clinical Education II.</p>	<p><b>PT 6102</b> <b>CLINICAL EDUCATION SEMINAR II</b></p> <p>Clinical Education Seminar II is the second of four clinical education seminars and follows the completion of the Clinical Education II course. Clinical Education Seminar II is designed to provide an educational forum that will allow the student to demonstrate that the didactic learning opportunities presented in Year II of the physical therapy course of study and in the second full-time clinical education experience have been adequately integrated. It is also designed to prepare the student to become a future Clinical Instructor by providing the student an opportunity to understand the essential role &amp; responsibilities of a Clinical Instructor within the clinical setting. Through facilitated teaching and learning and assessment activities, the student is expected to show competency in the cognitive, psychomotor, and affective educational domains for the two completed professional years of coursework and demonstrate an understanding and appreciation of the role of the clinical instructor. The clinical education seminar offers the student the</p>



	<p>opportunity to reflect on the theory and practice of physical therapy as supported by scientific clinical evidence and best practice options</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6104</b> <b>CLINICAL EDUCATION II</b> Clinical Education II is a clinical practicum course that follows the second year of the physical therapy course of study. The student will participate in a physical therapy clinical setting full-time daily for twelve consecutive weeks. The student will participate in two six-week rotations. The student will be provided with the opportunity to develop clinical proficiency in neuromuscular physical therapy, cardiopulmonary physical therapy, and musculo-skeletal physical therapy while working in the acute, subacute, long-term, outpatient rehabilitation settings as well as primary care clinics and ambulatory care settings. The Clinical Performance Instrument will be used for assessment of student performance. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Each of the foundation courses must be successfully completed prior to student enrollment in Clinical Education II.</p>	<p><b>PT 6104</b> <b>CLINICAL EDUCATION II</b> Clinical Education II is a clinical practicum course that follows the second year of the physical therapy course of study. The student will participate in a physical therapy clinical setting full-time daily for twelve consecutive weeks. The student will be provided with the opportunity to develop clinical proficiency in neuromuscular physical therapy, cardiopulmonary physical therapy, and musculoskeletal physical therapy, in inpatient and outpatient rehabilitation settings as well as primary care clinics and secondary care settings. The student will demonstrate achievement of competency in the safe and judicious application of patient management skills necessary for the practice of physical therapy.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6202</b> <b>CLINICAL EDUCATION SEMINAR III</b> Clinical Education Seminar III emphasizes reflection on ethical decision making in health care. Students present a clinical case study involving ethical principles. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisite: PT 6293 Clinical Education III.</p>	<p><b>PT 6202</b> <b>CLINICAL EDUCATION SEMINAR III</b> Clinical Education Seminar III is the third of four clinical education seminars. This course is designed to provide the student with the opportunity to reflect on the professional ethical issues that were encountered during Clinical Education III. Specifically, the course offers a teaching and learning theme that focuses on learning about the requisite ethical principles that should govern professional conduct in varied ethical dilemmas/situations significant for the physical therapy student and practitioner.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>



<p><b>PT 6263</b> <b>PUBLIC POLICY IN COMMUNITY HEALTH</b> Public Policy in Community Health is offered as a health promotion and disease prevention course. The course provides students with opportunities to obtain knowledge of the health statuses of local community populations at risk of adverse health and health outcomes. The overall goal of the course is to introduce students to concepts of epidemiology, health care financing, legislation, and health care delivery from a community perspective. This course is required for all Doctor of Physical Therapy students. This course is a foundation course and is required for continued progression in the physical therapy course of study. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year I coursework, PT 6004 Clinical Education, and PT 6002 Clinical Education Seminar II.</p>	<p><b>PT 6263</b> <b>PUBLIC POLICY IN COMMUNITY HEALTH</b> Public Policy in Community Health is a course that enables students to understand the role public policy, laws and regulations plays in the delivery of health care. The federal, state, and local public health laws will be presented. The community healthcare model in the United States will be studied. The factors contributing to minority health and health disparities across the life-span will be emphasized. This is a required course in the Doctor of Physical Therapy program.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6304</b> <b>CLINICAL EDUCATION IV</b> Clinical Education IV requires the student to participate in a full-time clinical education experience for twelve consecutive weeks. The student will have the opportunity to select a clinical education experience that complements the previous clinical education experiences and addresses the clinical education needs identified by the academic coordinator of education and the student. Enrollment in the course is restricted to Doctor of Physical Therapy degree students.</p> <p>Prerequisites: Year III Spring semester coursework.</p>	<p><b>PT 6304</b> <b>CLINICAL EDUCATION IV</b> Clinical Education IV is a clinical practicum course that occurs in the third year of the physical therapy course of study. The student will participate in a physical therapy clinical setting full-time daily for twelve consecutive weeks. The student will be provided with the opportunity to develop clinical proficiency in neuromuscular physical therapy, cardiopulmonary physical therapy, and musculoskeletal physical therapy, in inpatient and outpatient rehabilitation settings as well as primary care clinics and secondary care settings. The student will demonstrate achievement of competency in the safe and judicious application of patient management skills necessary for the practice of physical therapy.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
<p><b>PT 6302</b> <b>CLINICAL EDUCATION SEMINAR IV</b> Clinical Education Seminar IV emphasizes reflection on legal and ethical practices in health care. Students present a clinical case study that reflects knowledge of legal and ethical parameters affecting patient care or physical therapy practice. Prerequisites: PT 6303 Clinical Education IV.</p>	<p><b>PT 6302</b> <b>CLINICAL EDUCATION SEMINAR IV</b> Clinical Education Seminar IV is the last of four clinical education seminars and follows the completion of Clinical Education IV course. Clinical Education Seminar IV is designed to provide the student with the opportunity to reflect on the professional legal issues that were encountered during Clinical Education IV. Specifically, the course offers a teaching and learning theme that focuses on learning about the requisite legal principles that govern professional conduct and practice of the physical therapy</p>



LU DPT Program  
Course Descriptions

	<p>student and practitioner. Students will reflect on professional practice expectations and future professional development opportunities such as Physical Therapy as clinical educators, direct access and specializations.</p> <p>Prerequisites: Successful completion of all previous DPT program courses.</p>
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**Langston University**

TOTAL CREDIT HOURS: 112



**United States Department of Agriculture  
National Institute of Food and Agriculture  
AWARD FACE SHEET**

ATTACHMENT E

<b>1. Award No.</b> 2019-38821-29051	<b>2. Amendment No.</b>	<b>3. Proposal Number</b> 2018-04959	<b>4. Period of Performance</b> 03/01/2019 through 02/28/2022	<b>5. Type of Instrument</b> Grant																				
<b>6. Type of Action</b> New	<b>7. CFDA Number</b> 10.216	<b>8. FAIN</b> 20193882129051	<b>9. Method of Payment</b> ASAP 38821290513882118000	<b>10. CRIS Number</b> 1018078																				
<b>11. Authority:</b> 7 U.S.C. 3152, Sec. 1417(b)(4) of P.L. 95-113, as amended, 1890 Capacity Building Grants																								
<b>12. Agency (Name and Address)</b> Awards Management Division National Institute of Food and Agriculture/USDA Washington, DC 20250-2271		<b>13. Awardee Organization</b> LANGSTON UNIVERSITY LANGSTON, OK 73050-0000																						
<b>14. Program Point of Contact:</b> Antonio McLaren Telephone: 202-720-0742 antonio.a.mclaren@nifa.usda.gov		<b>Administrative Point of Contact:</b> Jose Berna Telephone: 202-401-6509 jberna@nifa.usda.gov		<b>15. Project Director/Performing Organization</b> Ryszard Puchala Langston University Langston, OK 73050-0730																				
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<b>18. Title of Proposal</b> LINC 2.0 - Enhanced Goat Management and Education Tool																								
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FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE

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**Typed Name**

Evan Hughes  
Authorized Departmental Officer

**Signature**

EVAN.HUGHES

**Date**

02/26/2019



**United States Department of Agriculture  
National Institute of Food and Agriculture  
AWARD FACE SHEET**

ATTACHMENT F

<b>1. Award No.</b> 2019-38821-29148	<b>2. Amendment No.</b>	<b>3. Proposal Number</b> 2018-04913	<b>4. Period of Performance</b> 03/01/2019 through 02/28/2022	<b>5. Type of Instrument</b> Grant																				
<b>6. Type of Action</b> New	<b>7. CFDA Number</b> 10.216	<b>8. FAIN</b> 20193882129148	<b>9. Method of Payment</b> ASAP 38821291483882118000	<b>10. CRIS Number</b> 1018179																				
<b>11. Authority:</b> 7 U.S.C. 3152, Sec. 1417(b)(4) of P.L. 95-113, as amended, 1890 Capacity Building Grants																								
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<b>18. Title of Proposal</b> Sustainable Use of Saline Water by Ruminant Livestock Species																								
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FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE

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**Typed Name**

Sondra Watkins  
Authorized Departmental Officer

**Signature**

SWATKINS

**Date**

02/20/2019



**OKLAHOMA STATE REGENTS' ENDOWMENT TRUST FUND-2018 DISTRIBUTION SCHEDULE - LANGSTON UNIVERSITY**

Account	Account Balance			Three-year Average Mkt. Value	#Qtrs	FY18 Available		FY17 Carryover	Total Available		Distribution Requested
	6/30/18	6/30/17	6/30/16			Distribution	Distribution				
Langston University											
420001 Endowment	40,963,419.95	38,592,770.54	35,928,379.86	38,494,856.78	4	1,732,268.56	1,809,614.17	3,541,882.73		3,500,000.00	
420002 PSO Lecturship (Public)	98,221.37	90,864.09	81,349.75	90,145.07	4	4,056.53	8,540.42	12,596.94			
420003 PSO Lecturship (Private)	97,871.19	90,540.14	81,059.72	89,823.68	4	4,042.07	9,051.35	13,093.41			
420004 Southwestern Bell Endowed Lectureship	183,050.38	169,338.97	151,607.56	167,998.97	4	7,559.95	15,035.88	22,595.84			
420005 William Henri Hale Lectureship	96,220.81	89,013.38	79,692.82	88,309.00	4	3,973.91	9,253.16	13,227.07			
420006 J.C. Penny Professorship of Business	170,021.03	157,285.59	140,816.28	156,040.96	4	7,021.84	14,410.22	21,432.06			
420007 T. M. Crisp Professorship in Recreation & Good Sportsmanship	542,036.79	501,435.47	448,930.37	497,467.54	4	22,386.04	46,308.58	68,694.62			
420008 James A. Close Endowed Chair	521,267.77	482,222.16	431,728.88	478,406.27	4	21,528.28	41,512.64	63,040.92			
420009 Lillian Johnson Hemmitt Endowed Chair	1,320,439.42	1,221,531.79	1,093,625.70	1,211,865.63	4	54,533.95	68,108.06	122,642.02			
420010 Delta Sigma Theta Sorority Distinguished Professorship	253,396.58	234,415.89	209,870.29	232,560.92	4	10,465.24	10,553.43	21,018.67			
TOTAL, Langston:				41,507,474.84		1,867,836.37	2,032,387.91	3,900,224.28		3,500,000.00	

ATTACHMENT G



April 26, 2019

Dr. Glen Johnson, Chancellor  
Oklahoma State Regents for Higher Education  
P. O. Box 108850  
Oklahoma City, OK 73101-8550

RE: Oklahoma State Regents" Endowment Trust Fund -- Request for Distribution

Dear Chancellor Johnson:

Attached is our request for a distribution from Langston University's Endowment (Account 420001) to supplement funding for scholarships for FY 2019. The available distribution from this fund for FY 2019 amounted to \$3.54 million. The requested distribution of funding is \$3,500,000.

As we have previously reported, Langston University continues to seek a higher percentage of college ready students, and the scholarships supported by this endowment assist us in recruiting, enrolling, and retaining these students. The University is anticipating a similar distribution for FY 2020 based upon internal actions taken to continue to retain these students at the University, while minimizing student cost increases or reductions in services to our students. The University recognizes the need to preserve the endowment corpus to benefit students for years to come.

Your support for this distribution request will be greatly appreciated.

Sincerely,

Dr. Kent J. Smith, Jr.  
President



## LEASE AGREEMENT

This Lease Agreement (hereinafter “Lease”) is made this 1st day of July 2019, by and between **Millwood Public Schools** (hereinafter “MPS” or “Lessor”) and **Langston University** (hereinafter “Langston” or “Lessee”).

### WITNESSETH:

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

2. **Term.** This lease is for a term of three (3) years, commencing July 1, 2019, and ending June 30, 2021 (“Lease Term”); however, this lease may be terminated by either party, with or without cause, upon six (6) months written notice to the other party. The lease may be renewed by mutual written agreement of the parties for five (5) consecutive one (1) year terms, upon the same terms and conditions herein.

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

4. **Security Deposit.** Prior to commencement of the Lease term, LANGSTON shall pay a security deposit (“Deposit”) of Seven Thousand Seven Hundred Fifty Dollars (\$7,750.00) to MPS on or before June 15, 2019. The Deposit shall be returned to LANGSTON within thirty (30) days after expiration of the Lease Term after a satisfactory inspection by MPS, less the cost of any repairs or other reasonable costs for damages, normal wear and tear expected determined necessary by MPS.

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

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

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

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



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

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

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

Lonnie Long, Facilities Manager, [llong@millwoodps.org](mailto:llong@millwoodps.org)

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

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

13. **Insurance.**

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



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

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

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

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

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

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

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

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



MPS: Millwood Public Schools  
Attn: Cecilia J. Robinson-Woods, Superintendent  
6724 N. Martin Luther King Ave.  
Oklahoma City, OK 73111

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

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

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

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

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

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

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

LESSOR:  
Millwood Public Schools

LESSEE:  
Langston University

By: \_\_\_\_\_  
Cecilia J. Robinson-Woods, Superintendent

By: \_\_\_\_\_  
Kent Smith, President



### **General Application of Policy**

Langston University values the critical relationship between class attendance and student success. Absences impact academic performance in a negative way. Instructors will discuss attendance requirements at the beginning of each academic term. Course attendance standards will be included in the official syllabus issued to each student.

The Langston University Attendance Policy will govern all courses offered through face-to-face instruction or where participation is required at a specific time regardless of delivery method; i.e. synchronous instruction via ITV or Adobe Connect. Notice of the attendance policy must be given in the course syllabus for all courses. The general attendance policy is that students shall not be penalized for excused absences where valid documentation of the absence is provided and accepted by the instructor.

Absences for University-sanctioned events will be considered excused when documentation to substantiate the student's participation is provided from the appropriate University official.

If a department has adopted a more restrictive attendance policy based upon the needs of the course, the details of the policy must be provided to all enrolled students in advance and in writing, and must be included on the course syllabus.

### **Student Expectations**

Students are expected to attend and participate in class.

Students are required to attend class unless other arrangements are pre-approved by the instructor.

Students will notify instructors of excused absences in advance where possible for pre-approval, or immediately upon return.

Students who have excused absences are expected to make arrangements with their instructor(s) for alternative or make-up work. Such arrangements should be made in advance of the absence, where possible.

In order to comply with federal regulations associated with eligibility rules for federal financial aid assistance, students who **never** attend a course during the Drop period will be administratively withdrawn (AW) from the course.

It is the student's responsibility to withdraw from a course.

### **Faculty Expectations**

Instructors should accommodate excused absences to the extent that an accommodation can be made that does not unreasonably interfere with the learning objectives of the course or unduly burden the instructor.

Advance notice of attendance policies should be given to students, and such notice should be in writing via the course syllabus.

An AW for inconsistent attendance may be assigned until the date midterm grades are due for the respective course. A grade of AW for inconsistent attendance cannot be assigned after the date midterm grades are due for the course.



Instructors will assign a grade of AW for students who **never** attend class during the Drop period. A grade of AW for non-attendance cannot be assigned beyond the final day of the Drop period.

Attendance policies will be applied in a non-discriminatory manner.

Instructors are required to verify the class attendance in D2L throughout the term for each course they instruct.

### **Excused Absences**

In cases of absence from class for any reason, it is the student's responsibility to obtain an official excuse and present this explanation to the instructor in advance or within five (5) business days from his/her return to class.

Excused absences may include but are not limited to absences due to illness of the student, illness of an immediate family member for whom the student must provide care, death of an immediate family member, special circumstance, military duty, religious observance (where the nature of the observance prevents the student from being present during class), representation of Langston University in an official capacity, and other compelling circumstances beyond the student's control. Faculty members have discretion as to what constitutes a special circumstance. University-sanctioned events where the student is required to participate will be considered excused when documentation to substantiate the student's participation is provided from the appropriate University official. Students seeking an excused absence must provide documentation in advance where possible to substantiate the excuse.

When students attend officially authorized functions or activities off campus, the Student Travel Policy will apply. Absence from class, whether excused or unexcused, does not relieve the student of the responsibility for work required in the course during his/her absence.

Students will notify instructors of excused absences in advance where possible for pre-approval, or immediately upon return.

### **Unexcused Absences**

If a student has unexcused absences, the instructor has the discretion whether or not to accept late or missing assignments. If a student exceeds the maximum number of unexcused absences after midterm grades are due, the instructor has the option to lower the student's (course) grade one letter grade and to inform the student of the action. It is the student's responsibility to withdraw from the course or receive the letter grade earned for the course.

The maximum number of unexcused absences for any course are outlined in the table below.

Number of Credit Hours	Number of Meeting Days per Week	Number of Unexcused Absences Allowed
Three Credit Course	Five Days (8-weeks)	Six
Three Credit Course	Three Days	Six
Three Credit Course	Two Days	Four
Three Credit Course	One Day	Two
Two Credit Course	Two Days	Four
Two Credit Course	One Day	One
One Credit Course	One Day	One



If a student surpasses the maximum number of unexcused absences for a given course, the instructor has the option to lower the student's (course) grade one letter grade for each subsequent absence and to inform the student of the action.

An AW for inconsistent attendance may be assigned until the date midterm grades are due for the respective course. A grade of AW for inconsistent attendance cannot be assigned after the date midterm grades are due for the course.

Students who receive two or more "AW" grades for inconsistent attendance by the date midterm grades are due will be immediately placed on Academic Monitoring for the remainder of the semester.

### **Complaints and/or Appeals of Policy**

Complaints and/or appeals concerning the application of an attendance policy or an instructor's attendance policy should be raised first with the Faculty Member. If the complaint is not resolved with the Faculty Member, the complaint should be shared with the Department Chair of the instructor or with the Dean if there is no Department Chair or if the instructor is the Department Chair. If the student or instructor is not satisfied with the resolution of the complaint, the matter may be appealed to the Dean and then, if not resolved, to the Vice President for Academic Affairs. The Vice President for Academic Affairs will have final authority on all complaints or appeals of the course attendance policy. Complaints concerning the adoption or modification of an attendance policy by an academic unit should be raised with the Division of Academic Affairs. Complaints are to be promptly addressed at each level of review.





## **Community Standards**



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## **Vision**

The Office of Residential Life and Housing Services (RHLS) at Langston University seeks to model an environment committed to lifelong learning while exercising: accountability, compassion, and respect for all persons and facilities.

## **Mission Statement**

The RLHS mission is to provide a safe and comfortable living-learning community that is conducive to the academic, intellectual, personal and spiritual growth of its residents. RLHS seeks to enhance student development by providing learning opportunities that promote academic enrichment, foster social integration, and encourage peer interaction.

## **RLHS Core Values**

- Foster a safe, quality living-learning environment
- Promote academic excellence
- Provide quality customer service
- Nurture ethical behavior
- Provide co-curricular learning opportunities

## **Living the Lion Way**

### **Lion Community Living Standards**

RLHS is committed to providing a fair and just environment for all persons within the residential community. The policies and procedures within this publication apply to all residents, guests, and visitors in all residential living areas. These policies are meant to help all residents, visitors, and guests understand the procedures and processes available while residing at and/or visiting Langston University. Residents, guests, and other members of the LU community are expected to follow all University regulations, policies, and the [Student Code of Conduct](#). Failure to abide by the policies outlined in this publication may result in disciplinary action as described below and/or as outlined in the Student Code of Conduct. Furthermore, any violation(s) of federal or state law may be subject to prosecution under any applicable federal or state law.

### **Alcohol & Tobacco**

Alcohol, tobacco, e-cigarettes, or other vaping products are prohibited on all campuses of Langston University. RLHS supports an environment that is alcohol and tobacco-free to help ensure comfortable, safe, and academically successful communities. In addition to the [Student Code of Conduct](#), RLHS prohibits the following:

- The possession of empty alcohol containers and hookahs. This includes the advertisement of alcohol-related paraphernalia/equipment.
- The possession or consumption of alcoholic beverages or tobacco by residents and guests within the interior living spaces, including balconies and patios, is strictly prohibited even if the resident(s) and guest are of lawful age.
- Underage drinking.



## **Community Civility and Compliance**

### **Compliance**

Actions that disrupt the community and otherwise make the atmosphere unwelcoming to all persons are prohibited. Interfering with staff while performing their duties will not be tolerated. Such interference includes but not limited to: disruptive behavior, unlawful harassment, threats, intimidation, and other conduct violation(s) of University policy, state, and federal law. Below are some specific examples of inappropriate behavior:

- Improper use or tampering of fire equipment or other life-safety equipment on or off University property.
- Residents or guests who fail to identify or knowingly falsify oneself to a University official or to a sworn officer.
- Counterfeiting, altering, or misusing any documents, forms, records or identification cards including University records.
- Sheltering or in possession of unauthorized animals on-campus without approved documentation from the University.
- Partaking in illegal or unsanctioned solicitation on the residential premises of Langston University.

### **Computing**

- Students may not improperly use technology access or data communications at Langston University.
- The Acceptable Use Policy can be found in the Langston University Student Handbook.

### **Consolidations**

RLHS reserves the right to consolidate any student who, for whatever reason is left without a roommate during the year. Residents in a double occupancy housing unit that do not have a roommate will have the following options:

- Elect to pay the single room rate. This option is available only when space is available. Private room rates will be determined on the remaining prorated portion of the contract.
- Choose to move into an unoccupied space within the community.
- Find another resident within the community, without a roommate or suitemate, who is willing to move into the room.
- Be prepared to accept a new roommate at any time by keeping the unoccupied space move-in ready always.
- Displaying an attitude of cooperation and acceptance toward any resident who may examine the room while considering occupancy.
- Agreeing to accept a roommate assigned by the Office of Residential Life and Housing Services.
- Residential Life and Housing Services (RLHS).



## **Cooking**

Each residential area is equipped with a microwave for heating food and a refrigerator for storage. However, the following items are prohibited:

- Personal outdoor grills are prohibited.
- Refrigerators must be smaller than 4.5 cubic feet, except for the fridges that are provided in the Centennial Court and Langston Commons Apartments.
- Electric Fryers are prohibited.
- Toasters and Toaster ovens are prohibited.
- All appliances with exposed heating elements are prohibited.

## **Confiscation**

University personnel may confiscate items that are unsafe and illegal, in violation of RLHS, or Langston University policy. In instances when RLHS has confiscated an item(s), a notice will be left in the room in question, and the resident(s) of that room should expect to receive further notification from their Resident Director (RD) about any follow-up that may be required.

- Damaging, tampering, vandalizing personal or University property
- Students, guest, and visitors may not damage, vandalize or tamper with the property of the University or other parties. Anyone found in violation of damaging, vandalizing or tampering with University property or property belonging to other parties will be subject to disciplinary actions.
- Stealing, borrowing, or modifying University property is prohibited, including lounge furniture, televisions, etc.
- The tampering or propping open of fire exit doors is prohibited.
- The misuse of fire and life safety equipment including, but not limited to: alarms, extinguishers, exit signs, and smoke detectors is prohibited. This includes touching, hanging any items from, or covering sprinkler heads and smoke detectors.

## **Decorations**

Decorations may not cover exit signs, extinguishers, alarms, or like items. Decorations also may not cover exit doors and hallways, exterior lights, or security peepholes. Students must leave a 4-inch non-decorated perimeter on the door. Paper may not hang over any edge of the door.

- Residents may not hang lights on the exterior of the building, outside of their rooms, or apartments.
- Electrical lights are permitted inside the room but must be UL labeled and designed for interior use.
- Lighting must be plugged directly into an outlet in the room that the light is installed. (Cords are not permitted to go from one place to another, including through a doorway, floor, or ceiling).
- Lighting strings may not be plugged into one another and can only be displayed indoors.
- Making holes in walls, placing items on the exterior of the building (antennas, cable, etc.) is prohibited.
- Clothing, banners, satellite dishes, flags, blankets or messages may not be displayed in windows or placed outside the building.
- All holiday decorations in public or community view can only be displayed during the month in which the holiday occurs.



## **Dining Facility Regulations**

- A valid Langston University student ID card is required for entrance to the dining hall. Langston University student ID card privileges are not to be shared with others. A card used by anyone other than the owner will be confiscated.
- Disturbing the peace, throwing food, or objects in the dining hall is not allowed.
- Langston University students are expected to conduct themselves with the highest level of decorum.
- Food must be consumed within the dining hall. Only beverages may be taken out of the dining facility.
- Plates, silverware, and other dining services property must remain within the facility; removal of any of these items will be considered theft.
- Skateboards, roller blades/skates, hoverboards, and manual scooters are not permitted in the dining hall.
- Students, guests, and visitors must take trays, dishes and trash to the designated area when finished dining.
- Entrances into the kitchens, storerooms, loading dock(s), and areas used to prepare food is restricted to authorized persons.

## **Drugs**

Drugs are not permitted at Langston University. RLHS supports a drug-free environment that is comfortable and safe to ensure academic success. In addition to the Student Code of Conduct, RLHS policy prohibits:

- Langston University does not recognize medical marijuana cards nor the use of medical marijuana. The use or possession of this drug for medical or other reasons will not be authorized in residential area or on the property of the University.
- Possession or the use of any illegal drug or drug paraphernalia is prohibited. Paraphernalia includes, but is not limited to: bongs, crushers, pipes, water pipes, or any items that have been modified to consume drugs.
- Possession or use of prescription drugs not prescribed to the student are prohibited.
- Selling, manufacturing, or distributing any illegal drugs or drug paraphernalia is prohibited.
- The misuse/abuse, selling or distribution of any prescription drug or misuse/abuse of any over-the-counter drug(s) is prohibited.

## **Fire Safety**

- The use of non-surge protected extension cords or multi-plug outlet adapters is not allowed. Only UL-approved power strips are allowed.
- Residents cannot run extension cords from any interior building outlet to an exterior location.
- Residents cannot bring in or store flammable liquids (for example fuel) or containers (empty or full).
- Live holiday decorations (trees, garlands, etc.) are prohibited.
- Falsely reporting, setting, or causing a false alarm is prohibited.
- Burning of any substances in the residence hall and apartments is not permitted.
- Possession of candles, incense, ember, glowing, or open-flame articles are prohibited in all University buildings including the residence halls/apartments.
- Candles, incense, fragrance burners, candle warmers and halogen lamps (all desk and floor lamps) are not permitted.



- Lanterns/oil lamps and flammable liquids are prohibited
- Storing, transporting, or discharging fireworks of any kind is prohibited.
- Portable/space heaters are prohibited (unless supplied by Sodexo Facilities)
- Butane and butane torch lighters are prohibited.
- To enhance the safety of everyone—including emergency response personnel—residents and guests must follow directions given by staff and emergency responders. Residents and guest should evacuate the building immediately and follow all instructions of emergency responders.

## **Fire Drills**

All residents, guests, and visitors must leave the respective university housing unit when the drill begins. RLHS defines guest as a person (non-resident) who is hosted by a person who lives within one of four residential areas. This term encompasses Langston University students who do not reside on-campus. A visitor is defined as a person who visits a place, regardless of invitational status (i.e. tourist, family, etc.).

If all persons do not evacuate a housing unit in a reasonable amount of time, the drill is repeated until RLHS is satisfied with the time required to evacuate. All repeat fire drills will be unannounced. Disciplinary actions may be taken, if residents fail to comply with fire drill procedures.

## **Fire Alarm Procedures**

- When a fire alarm sounds, you should leave the building immediately – do not assume it is an alarm test (unless a test has been announced) or a false alarm. All fire alarms are required to be treated as a real alarm activation.
- Close all doors to help control or prevent the spread of fire and smoke.
- Help others that require additional assistance if applicable.
- Move to designated assembly areas to ensure all occupants have exited the building, notify others if anyone needing aid is still inside the building.

## **FERPA**

FERPA is the Family Educational Rights Privacy Act of 1974. FERPA provide students the right to inspect his or her education records. The statute applies to any educational agency or institution that receives funding under any program administered by the Secretary of Education. For more information on FERPA, visit: <http://www.langston.edu/student-right-know>

## **Furniture**

- Furniture must be returned to their original location before moving out at the end of the term. Residents will be charged for any items which are missing at the time of check out.
- Residents will also be charged for removal of personal items left in rooms/apartments. Property left behind by residents following check-out and agreement termination is considered abandoned.
- The resident shall be charged for any costs incurred by moving or removing property from University premises. Abandoned items will be subject to Langston University disposal procedures. Biological or environmentally hazardous nature may be disposed of immediately.
- Unlicensed, improperly licensed, or inoperable vehicles left in parking lots, at any time, can be towed away and disposed of at the owner's expense.
- Furnishings in common areas are for use by all members of the community. Residents may not remove furniture from common areas. Students are encouraged to report acts of vandalism or theft regarding the common areas to RLHS.
- Waterbeds are prohibited.



## **Guests**

RLHS defines the term guest as a person (non-resident) who is hosted by a person who lives within one of four residential areas. This term encompasses Langston University students who do not reside on-campus.

### **University Housing Guest Policy**

- All guests must comply with all local, state, federal laws, and University policies.
- Residents are responsible for their guest's actions and will be held responsible in adherence with University housing policies and Langston University's Student Code of Conduct.
- Any guest who violates any RLHS or University policy while in the residential areas may be subject to disciplinary action, including removal from the building and restriction from accessing the residential areas or the campus as a whole.
- Residents may have an overnight guest provided the guest is registered at least 24 hours in advance, approved by RLHS, and approved by their suite/roommate(s). [University Housing Guest Registration Link](#)
- No guest may stay in a room for more than six nights in an academic year. Guests in the building must always be accompanied by their host-resident, including to and from the entrance, restrooms, and all University residential areas.
- Residents are not allowed to have a guest for more than two consecutive nights. If residents exceed maximum numbers of days, the resident and or guest will be assessed a squatter fine and may be expelled from University housing. The term squatter is defined as a student or non-student who is residing within a residential space without authorization from RLHS.
- No guests are allowed in the halls or apartments during the last two weeks of the academic term.

## **Harassment**

Harassment of any type is unacceptable in or around the residence halls and is prohibited under University Policy.

- Harassment may include, but is not limited to: any behavior physical, verbal, or electronic that threatens an individual or creates a hostile environment for an individual based on race, sex, gender, color, religion, national origin, veteran status, sexual/affectionate orientation, political belief, or other status protected by state and federal statutes. Complaints of harassment should be reported to the Dean of Students as outlined in the Student Handbook.

## **Housekeeping**

- Residents are responsible for regularly cleaning their rooms/apartments.
- Failure to maintain living areas to the minimum standard of cleanliness is a cause for disciplinary action and possibly removal from University housing.
- Personal trash cans or trash/recycling, personal effects are not to be left in personal trash must be taken to the appropriate outside trash and receptacle.
- Residents are responsible for maintaining the cleanliness of all community areas (ex. study rooms, kitchens, and lobbies).
- There is a limited amount of freezer space in the in Centennial and Commons Apartments all items placed in the freezer must be properly labeled and wrapped.
- Residents are responsible for following any pest management procedures that are being performed in their living space. If a resident(s) has bed bugs, the resident(s) must comply with all procedures given by the University or by the pest control representative.



- Hazardous materials are prohibited (not including household cleaners)

### **Lockouts**

- Residents who are locked out and request RLHS staff to provide access to their apartment/bedroom will not be charged for their 1st occurrence.
- Residents who request a 2nd lockout, a lock change will be submitted with a cost to the resident of \$375.00 per lock change for each subsequent lock change.
- A lockout is when a resident has locked themselves out of their assigned housing unit but can present their room access when a University housing staff member executes the resident lockout.
- If a resident is unable to present their room key when requesting a lockout, a RLHS staff member will request a lock change, which the resident will incur the cost of \$375.00 to ensure the security of University housing.

Only current residents can receive mail or have access to mailboxes.

### **Parking**

Only vehicles with the appropriate parking permit are permitted to park in the Langston University residential lots. For more information, please visit: <http://www.langston.edu/sites/default/files/basic-content-files/Parking%20Handbook%202015.pdf>

### **Passive Involvement**

Residents, guests, and visitors must adhere to RLHS policies and the Student Code of Conduct. All community members must take an active role in the development and well-being of the Lion Community. All community members are responsible for the behavior and choices each community member exhibits. It is the hope of RLHS that residents, guests, and visitors will abide by all University housing policies. If residents are ever in the presence of a policy violation, actionable responses available to any resident, guest, and visitors include but are not limited to:

- Attempt to stop the violation.
- Contact RLHS staff.
- Remove yourself from the situation.
- If a resident(s) chooses to stay present while a policy violation is occurring, then the resident(s) will be included on the incident report and could be held responsible for a policy violation.

### **Personal & Property Safety**

Langston University takes each student's safety very seriously and provides blue emergency phones across campus. There are on-call professional and student staff members available from 5pm-8am. The on-call staff can be reached at 405-466-5510. One of the most important factors in providing a safe environment is personal prevention. Residents should always lock their room/unit doors, including when at home and when leaving the room, even if it is just to walk down the hall. Always remember to be aware of your surroundings. The University is not responsible for any damage or loss of personal property due to facility failure, severe weather, theft, or other incidents and it is recommended that residents carry personal property insurance.

### **Pets/Animals**

- Animals are not permitted in residence halls and apartments unless it is an approved emotional support animal (ESA). see Appendix G



- Students registered with Student and Employee Services may have a service/assistance animal. Students must receive approval before bringing the animal into a living space. For information on the emotional support animals, please contact Mrs. Cynthia Buckley in the Office of Student and Employee Services at 405-466-3212.

### **Room Entry/Room Search**

Langston University recognizes and respects residents' desire for privacy and will make every effort to ensure and protect residents' privacy rights. However, the University reserves the right to enter any part of the premises, with or without notice, at any time for reasonable institutional purposes. Such purposes include, but are not limited to, the following:

- To provide cleaning and pest control
- To conduct an inventory of University property
- To silence unattended loud alarms, stereos, radios, phones or other noise-producing devices
- To address emergencies
- To search for missing University property
- To provide maintenance and repair work
- To determine compliance with all relevant health and safety regulations.
- RLHS staff will inspect rooms for health and safety concerns. In the event there is a reason to believe that the premises are being used for an illegal purpose which violates health or safety regulations or interferes with normal University operations, (include consequence)
- Law enforcement officials may enter, in accordance with the law.

### **Noise**

Courtesy Hours: 24 hours a day, seven days a week. During courtesy hours a resident may ask another resident(s) to reduce the noise. Noise should not be disruptively audible inside and outside of the building.

### **Quiet Hours**

Sunday through Thursday, 10:00p.m.-8:00a.m. and Friday-Saturday 11:59 p.m.-10:00a.m. The last week of class and finals week RLHS adheres to 24-hour quiet hours. During quiet hours, sound should not be heard beyond the boundaries of the resident's room/unit. All community members are always expected to be respectful of others.

### **Security**

- The Langston University student ID card is the property of the Langston University. Only the student in which the ID belongs to may access the privileges and services provided. It is prohibited to give, loan, or otherwise make available your Langston University student ID card to another individual(s).
- Loss of a Langston University student ID card must be reported to LUPD. A Langston University student ID used by anyone other than the owner will be confiscated.
- The propping open of locked doors or allowing access to non-residents of the building is prohibited
- Building entry is restricted to residence hall residents and their invited/accompanied guests. Entering through locked side doors, windows, or attempting to break-in or enter is prohibited. Unauthorized use of a key, combination, or another method to gain entry to locked facilities without University authorization is prohibited.



- Allowing another person or persons to enter the building by holding the security door open for them (tailgating) is prohibited.
- If a resident or guest believes someone is missing, you should quickly notify the Langston University Police Department (LUPD) or the housing staff. In accordance with 485 of the Higher Education Act, 20 U.S.C. § 1092(j), Langston University has developed an investigation and notification policy regarding students who reside in on-campus housing and have been reported as missing. The Missing Person Policy is available at: <http://www.langston.edu/about-us/administration/campus-police>
- Child Supervision: Parents/guardians are always responsible for the behavior and supervision of their children in all residence halls, apartments, and associated areas.
- Children are not permitted to be left alone overnight without proper adult supervision. Children of non-residents are subjected to be in accordance with the University Guest Policy.
- Cases of child neglect or abuse must be referred the RLHS staff for referral to appropriate authorities.

### **Sexual Misconduct**

Students who are survivors of sexual misconduct are strongly encouraged to report the assault. Reporting an assault to LUPD or other law enforcement authorities does not require filing a criminal charge(s), but it does allow for all support systems to be put in place for the survivor. Filing a police report will provide an opportunity for collection of evidence helpful in the prosecution and will allow the student to be connected to the appropriate support and medical resources.

Reporting is best done as soon as possible after the assault, but it may be done at any time. Students should make their report to the LUPD and the Title IX Officers.

### **Smoking**

Smoking is prohibited on all Langston University campuses.

### **Solicitation**

Selling door to door in the residence hall and apartments is not permitted. Also, students are not permitted to operate a business from a residence hall facility or Langston University apartments. This includes businesses operated through the internet. Solicitation of business operation is prohibited.

### **Sports in the Halls or Apartments**

- Sports activities are not permitted inside the residence halls or close to the buildings.
- Actively using bicycles, skateboards, rollerblades, skates, or other related equipment is not permitted in any RLHS building.
- Under no circumstance will bicycling, skateboarding, rollerblading, skates or related devices be allowed on ramps, curbs, benches, steps, or stairs and any other structure around the residence hall or apartments.

### **Technology/Telecommunications Misuse, Tampering, or Damage**

RLHS, in partnership with Information Technology Services (ITS), reserves the right to monitor the flow of traffic over the network and make changes to the web to optimize the system for academic purposes. RLHS and ITS reserves the right to disconnect any user at any time for any purposes.



## **Traditional and Non-Traditional Residential Living Areas**

RLHS has three traditional and one non-traditional residential living areas. Traditional living areas are for students who ages range between 18-24 years of age, without children, and or spouse. Non-traditional living areas are for students who are 25 years of age and older, have a child(ren), and or married. No student may reside within a traditional residential living area with a child and or spouse. Listed below are the defined residential living areas:

Centennial Court Apartments (Traditional—Freshmen Only)

Langston Commons Apartment (Non-Traditional)

Scholars' Inn Apartments (Traditional)

Young Residence Hall (Traditional)

## **Weapons**

Firearms, weapons, ammunition, and explosives are not permitted in or around residence halls, apartments, and dining hall. Please see link: [Weapons,Firearms,Ammunition, Fireworks,Explosives and Dangerous Chemicals](#).

Weapons as defined displayed as decorations are prohibited.

## **Windows, Balconies, and Rooftops**

- Hanging, climbing or attempting to climb the exterior or interior of buildings through room windows is not permitted.
- Disabling window stops or rivets is prohibited.
- Accessing or climbing on the exterior of buildings, roofs, and balconies is prohibited.
- Throwing, dropping, or shooting any object (including liquids) within or from residence hall or apartment windows or any building is prohibited.

Removal of window screens is prohibited.

## **Filing an Incident Report**

Any resident, student, faculty, or staff member of the University may file an incident report (IR) regarding a resident or guest for failure to follow the policies outlined in this document. RLHS staff will be available to help you obtain an IR form and fill out the complaint. Staff within RLHS can file IR's regarding matters brought to their attention either by direct observation of student behavior, through online media, or through student communication. IR or written letters should include the following information:

- Name of the accused
- Address of the accused
- Date the complaint is filed
- Date of the alleged violation
- A narrative of the incident and summary of concerns
- Name and address of the person filing the concern
- Name and address of potential witnesses

Note: After completing an IR, the report can be provided to any RLHS staff member. A staff member will review the complaint and follow the most appropriate procedure for addressing your concerns; depending on the type of grievance, you may or may not know the results of the process. Students reporting an



incident involving sexual misconduct are strongly encouraged to contact LUPD and the University Title IX Coordinators as soon as possible, and RLHS staff can assist students with these referrals.

DRAFT



## Appendix

[Appendix A Title IX](#)

[Appendix B Student Code of Conduct](#)

[Appendix C Parking](#)

[Appendix D Campus Police](#)

[Appendix E IN CASE OF A TORNADO](#)

[Appendix F General Safety Tips Potential Crisis Situation](#)

[Appendix G Student and Employee Services Forms & Handbook](#)



OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

President Tim Faltyn and members of the Oklahoma Panhandle State University (OPSU) administration appeared before the Board of Regents to present the business of OPSU and review the Agenda for members of the Board. (The OPSU Agenda is attached to this portion of the minutes.)

President Faltyn referenced Section A of the Agenda and highlighted the information items listed.

D-2 Approval of personnel actions

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

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

E-1 Approval of degree program modifications

President Faltyn said this item was discussed with the Academic Affairs, Policy and Personnel (AAPP) Committee at its meeting this morning.

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

Regent Link moved and Regent Callahan seconded to approve Item E-1 as presented in the OPSU Agenda.

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

G-1 Ratification of interim approval to submit appropriate documents to the OSRHE and to take all necessary action to refund potential projects through the Master Lease Program

Regent Davis moved and Regent Milner seconded to ratify the interim approval of Item G-1 as presented in the OPSU Agenda.

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

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



OKLAHOMA PANHANDLE STATE UNIVERSITY  
Goodwell, Oklahoma

April 26, 2019

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

None

Part C---Policy and Operational Procedures

None

Part D---Personnel Actions

1. 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>
Meghan Gates	Director of Campus Communications	3/31/19	Resignation
Deborah Ask	Director of Water Lab	3/31/19	Resignation

2. Board approval is requested for the following personnel action:

<u>Employee</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>	<u>Assignment</u>	<u>Explanation</u>
Mike Rosso	Women's Soccer Coach	36,000	2/15/19	12 Month	New Position
Brandon Miscura	Men's Soccer Coach	36,000	4/1/19	12 Month	New Position



Part E---Instructional Programs

1. Board approval is requested for the following degree program modifications. Please see attached.

**Degree**

Business Administration (AS)

Business Administration – CIS Option (AS)

Accounting (BBA)

Business Administration – General Business Option (BBA)

Business Administration – Finance Option (BBA)

Business Administration – Management Option (BBA)

Business Administration – Marketing Option (BBA)

Computer Information Systems (BBA)

Industrial Technology (BIND)

Technology (BTEC)

Part F---Budgetary Actions

None

Part G---Other Business and Financial Matters

1. Board approval is requested to ratify an Interim Approval Request, signed and dated March 25, 2019, to submit the appropriate documents to Oklahoma State Regents for Higher Education (OSRHE) and to take all necessary action to refund the potential projects listed below through the Master Lease Program. Please see attached.

Real Property Master Lease, Series 2009C,  
which financed the Electrical Upgrade project  
in Goodwell; estimated \$5,500 in Net  
Present Value Savings (4.48% of refunded par amount). \$200,000

Real Property Master Lease, Series 2009C,  
which financed the Student Union Infrastructure and  
Roof project in Goodwell; estimated \$91,500 in Net  
Present Value savings (8.79% of refunded par amount). \$1,500,000

Total required to refund the remaining principal: \$1,700,000  
Required capital payments will be made from legally available funds.

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

None

Part I---New Construction or Renovation of Facilities

None

Part J---Purchase Requests



None

Part K---Student Services/Activities

None

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

None

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

1. The February and March 2019 Summary of Out-of-State Travel reports. Please see attached.
2. The March 2019 Quarterly Summary of FTE employment report. Please see attached.

Respectfully submitted,

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

Dr. Tim Faltyn  
President





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Associate of Science – Business Administration

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

#### Business Administration (AS)

#### 60 Semester Hours

**Student Success Seminar** 1

Ucss 1111-Student Success Seminar

**Communication** 6

Engl 1113-Freshman English I

Engl 1213-Freshman English II

**Mathematics** 3

\*Math 1523-Modeling and Basic Statistics

**American History and Government** 6

Hist 1313-U.S. Hist. 1492-1877 OR

Hist 1323-U.S. Hist. 18767-Present

Pols 1013-American Government

**Social Sciences** 6

Economics - Econ 2113

Social Science

**Natural Sciences** 8

Physical Science lab course

Biological Science lab course

**Humanities** 6

Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.

**Liberal Arts and Science Electives** 1

**Concentration** 23

Acct2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 1013-Introduction to Business

Badm 2013-Personal Finance

Badm 2023-Professional Skills in the Workplace

Cis 1113-Introduction to CIS OR

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

\*\*Econ 2123-Microeconomics

\*Math 1513-College Algebra will be accepted for transfer students and change of major who have already had it.

\*\*One hour will count toward the Liberal Arts and Sciences elective.

#### Proposed

#### Business Administration (AS)

#### 60 Semester Hours

**Student Success Seminar** 1

Ucss 1111-Student Success Seminar

**Communication** 6

Engl 1113-Freshman English I

Engl 1213-Freshman English II

**Mathematics** 3

\*Math 1523-Modeling and Basic Statistics

**American History and Government** 6

Hist 1313-U.S. Hist. 1492-1877 OR

Hist 1323-U.S. Hist. 18767-Present

Pols 1013-American Government

**Social Sciences** 6

Economics - Econ 2113

Social Science

**Natural Sciences** 8

Physical Science lab course

Biological Science lab course

**Humanities** 6

Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.

**Liberal Arts and Science Electives** 1

~~**Concentration**~~ ~~23~~

**Business Core** 12

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 2023-Professional Skills in the Workplace

Cis 1113-Introduction to CIS

**Concentration** 12

Badm 1013-Introduction to Business

Badm 2013-Personal Finance

Cis 2223-Business Computer Application

\*\*Econ 2123-Microeconomics

\*Math 1513-College Algebra will be accepted for transfer students and change of major.

\*\*One hour will count toward the Liberal Arts and Sciences elective.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Associate of Science – Business Administration CIS Option

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Business Administration (AS)

##### CIS Concentration 60 Semester Hours

<b>Student Success Seminar</b>	<b>1</b>
Ucss 1111-Student Success Seminar	
<b>Communication</b>	<b>6</b>
Engl 1113-Freshman English I	
Engl 1213-Freshman English II	
<b>Mathematics</b>	<b>3</b>
Math 1513-College Algebra OR	
Math 1523-Modeling and Basic Statistics	
<b>American History and Government</b>	<b>6</b>
Hist 1313-U.S. Hist 1492-1877 OR	
Hist 1323-U.S. Hist 1877-Present	
Pols 1013-American Government	
<b>Social/Behavioral Sciences</b>	<b>6</b>
Econ 2113-Macro Economics	
Geography, history, sociology or psychology	
<b>Natural Sciences</b>	<b>8</b>
Physical Science lab course	
Biological Science lab course	
<b>Humanities</b>	<b>6</b>
Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.	
<b>Liberal Arts and Science Electives</b>	<b>1</b>
(Technical Writing, Speech Communications, or Spanish strongly recommended)	
<b>Concentration</b>	<b>23</b>
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Badm 2023-Professional Skills in the Workplace	
Cis 1113-Introduction to CIS OR	
Cis 2013-Information Systems for Business	
Choose 9 hours from the following:	
Cis 1983-Logic and Design	
Cis 2113-HTML/Web Page Design	
Cis 2323-Networking Fundamentals	
Cis 2513-Database Use/Data Analysis	
Cis 2723-Introduction to Operating Systems	
Cis 2803-Managing/Maintaining Comp. HW	
Cis 2813-Managing/Maintaining Comp. SW	
Cis 2823-Applied Networking	
CIS Department approved electives (2hrs)	

#### Business Administration (AS)

##### CIS Concentration 60 Semester Hours

<b>Student Success Seminar</b>	<b>1</b>
Ucss 1111-Student Success Seminar	
<b>Communication</b>	<b>6</b>
Engl 1113-Freshman English I	
Engl 1213-Freshman English II	
<b>Mathematics</b>	<b>3</b>
Math 1513-College Algebra OR	
Math 1523-Modeling and Basic Statistics	
<b>American History and Government</b>	<b>6</b>
Hist 1313-U.S. Hist 1492-1877 OR	
Hist 1323-U.S. Hist 1877-Present	
Pols 1013-American Government	
<b>Social/Behavioral Sciences</b>	<b>6</b>
Econ 2113-Macro Economics	
Geography, history, sociology or psychology	
<b>Natural Sciences</b>	<b>8</b>
Physical Science lab course	
Biological Science lab course	
<b>Humanities</b>	<b>6</b>
Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.	
<b>Liberal Arts and Science Electives</b>	<b>1</b>
(Technical Writing, Speech Communications, or Spanish strongly recommended)	
<del><b>Concentration</b></del>	<del><b>23</b></del>
<b>Business Core</b>	<b>12</b>
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Badm 2023-Professional Skills in the Workplace	
Cis 1113-Introduction to CIS	
<b>Concentration</b>	<b>9</b>
Choose 9 hours from the following:	
Cis 1983-Logic and Design	
Cis 2113-HTML/Web Page Design	
Cis 2323-Networking Fundamentals	
Cis 2513-Database Use/Data Analysis	
Cis 2723-Introduction to Operating Systems	
Cis 2803-Managing/Maintaining Comp. HW	
Cis 2813-Managing/Maintaining Comp. SW	
Cis 2823-Applied Networking	
<b>CIS Department approved electives</b>	<b>2</b>





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration - Accounting

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

**Accounting (BBA)** 120 Semester Hours

**General Education** 40

#### **Major**

**Business Core** 36

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Econ 2123-Microeconomics

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Badm 4603-Business Ethics

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

#### **Corequisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Accounting** 24

Ais 3013-Introduction to AIS

Acct 3203-Elementary Cost Accounting

Acct 3303-Intermediate Accounting

Acct 3403-Advanced Intermediate Accounting

Acct 4013-Income Tax Procedure I

Acct 4303-Public Sector Accounting

Acct 4503-Auditing

Badm 3323-Business Law II

**Accounting Electives** 15

Choose from any upper division Acct or AIS course.

Acct 4023-Income Tax Procedure II

Acct 4033-Tax Research

Acct 4203-Advanced Cost Accounting

Acct 4403-Advanced Accounting

Acct 4000-Problems in Accounting

Acct 4703-Internship

Other upper-level Acct/Ais with Dept. Head Approval

**Electives** 5

#### **Minor**

Upon completion of the Accounting major, the student will have sufficient courses for a minor in Business Administration.

#### Proposed

**Accounting (BBA)** 120 Semester Hours

**General Education** 40

#### **Major**

**Business Core** 36-30

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 3123-Business Law I

Badm 3173-Business Communications

~~Badm 2013-Professional Skills in the Workplace~~

~~Badm 3613-Statistics~~

Badm 4603-Business Ethics

**Cis 3013-Information Systems for Business**

~~Cis 2223-Micro Applications~~

~~Econ 2123-Microeconomics~~

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

#### **Corequisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Accounting** 24

Ais 3013-Introduction to AIS

Acct 3203-Elementary Cost Accounting

Acct 3303-Intermediate Accounting

Acct 3403-Advanced Intermediate Accounting

Acct 4013-Income Tax Procedure I

Acct 4303-Public Sector Accounting

Acct 4503-Auditing

Badm 3323-Business Law II

**Accounting Electives** 15

Choose from any upper division Acct or AIS course.

Acct 4023-Income Tax Procedure II

Acct 4033-Tax Research

Acct 4203-Advanced Cost Accounting

Acct 4403-Advanced Accounting

Acct 4000-Problems in Accounting

Acct 4703-Internship

Other upper-level Acct/Ais with Dept. Head Approval

**Required Courses** 6

~~Cis 2223-Business Computer Application~~

~~Econ 2123-Microeconomics~~

**Electives** 5

#### **Minor**

Upon completion of the Accounting major, the student will have sufficient courses for a minor in Business Administration.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Business Administration – General Business Option

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

##### Business Administration (BBA)

##### General Business Option 120 Semester Hours

##### General Education 40

##### Business Core 36

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 2123-Microeconomics

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Badm 4603-Business Ethics

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

##### Co-requisite Requirements

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

##### General Business Concentration 12

Fin 3783-Business Finance II OR

Acct 3203-Cost Accounting

Mktg 3373-Professional Selling OR

Mktg 3873-Advertising

Badm 3323-Business Law II

Mgmt 4013-Organizational Behavior

##### Business Capstone 3

Mgmt 4893-Small Business Management OR

Mgmt 4983-Strategic Mgmt & Business Policy

##### School of Business Electives 9

##### Minor or Guided Electives 20

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.

#### Proposed

##### Business Administration (BBA)

##### General Business Option 120 Semester Hours

##### General Education 40

##### Business Core 36-30

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

~~Badm 2123-Microeconomics~~ **Badm 2013-Professional Skills in the Workplace**

~~Badm 3123-Business Law I~~

~~Badm 3173-Business Communications~~

~~Badm 3613-Statistics~~

~~Badm 4603-Business Ethics~~

~~Cis 2013-Information Systems for Business~~

~~Cis 2223-Micro Applications~~

~~Cis 3013-Information Systems for Business~~

~~Fin 3773-Business Finance I~~

~~Mgmt 3813-Principles of Management~~

~~Mktg 3913-Principles of Marketing~~

##### Required Courses 15

~~Badm 1013-Introduction to Business~~

~~Badm 2013-Personal Finance~~

~~Cis 1113-Introduction to CIS~~

~~Cis 2223-Business Computer Application~~

~~Econ 2123-Microeconomics~~

##### Co-requisite Requirements

(may be used for General Education requirements)

~~Comm 1113-Speech Communications~~

~~Econ 2113-Principles of Macroeconomics~~

~~Math 1513-College Algebra OR~~

~~Math 1523-Modeling and Basic Statistics~~

##### General Business Concentration 12

~~Fin 3783-Business Finance II OR~~

~~Acct 3203-Cost Accounting~~

~~Mktg 3373-Professional Selling OR~~

~~Mktg 3873-Advertising~~

~~Badm 3323-Business Law II~~

~~Mgmt 4013-Organizational Behavior~~

##### Business Capstone 3

~~Mgmt 4893-Small Business Management OR~~

~~Mgmt 4983-Strategic Mgmt & Business Policy~~

##### School of Business Electives 9

##### Minor or Guided Electives 20 11

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Business Administration – Finance Option

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

**Business Administration (BBA) 120**

**Finance Option Semester Hours**

**General Education 40**

**Business Core 36**

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 2123-Microeconomics

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Badm 4603-Business Ethics

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

#### **Co-requisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Finance Concentration 12**

Fin 4063-Commercial Banking OR

Fin 3573-Money and Banking

Fin 3073-Principles of Insurance OR

Fin 4083-Investments

Fin 3783-Business Finance II

Fin 4063-Financial Statement Analysis OR

Fin 4000-Special Topics in Finance

**Business Capstone 3**

Mgmt 4893-Small Business Management OR

Mgmt 4983-Strategic Mgmt & Business Policy

**School of Business Electives 9**

**Minor or Guided Electives 20**

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation.

These hours may be applicable toward a minor in any field that offers a minor or to a double major.

#### Proposed

**Business Administration (BBA) 120**

**Finance Option Semester Hours**

**General Education 40**

**Business Core 36-30**

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

~~Badm 2123-Microeconomics~~ **Badm 2013-Professional Skills in the Workplace**

~~Badm 3123-Business Law I~~

~~Badm 3173-Business Communications~~

~~Badm 3613-Statistics~~

~~Badm 4603-Business Ethics~~

~~Cis 2013-Information Systems for Business~~

~~Cis 2223-Micro Applications~~

~~Cis 3013-Information Systems for Business~~

~~Fin 3773-Business Finance I~~

~~Mgmt 3813-Principles of Management~~

~~Mktg 3913-Principles of Marketing~~

**Required Courses 15**

~~Badm 1013-Introduction to Business~~

~~Badm 2013-Personal Finance~~

~~Cis 1113-Introduction to CIS~~

~~Cis 2223-Business Computer Application~~

~~Econ 2123-Microeconomics~~

#### **Co-requisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Finance Concentration 12**

Fin 4063-Commercial Banking OR

Fin 3573-Money and Banking

Fin 3073-Principles of Insurance OR

Fin 4083-Investments

Fin 3783-Business Finance II

Fin 4063-Financial Statement Analysis OR

Fin 4000-Special Topics in Finance

**Business Capstone 3**

Mgmt 4893-Small Business Management OR

Mgmt 4983-Strategic Mgmt & Business Policy

**School of Business Electives 9**

**Minor or Guided Electives 20 11**

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or

128 to a double major.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Business Administration – Management Option

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

<b>Business Administration (BBA)</b>	<b>120</b>
<b>Management Option</b>	<b>Semester Hours</b>
<b>General Education</b>	<b>40</b>
<b>Business Core</b>	<b>36</b>

Acct 2103-Financial Acct  
Acct 2203-Managerial Acct  
Badm 2123-Microeconomics  
Badm 3123-Business Law I  
Badm 3173-Business Communications  
Badm 3613-Statistics  
Badm 4603-Business Ethics  
Cis 2013-Information Systems for Business  
Cis 2223-Micro Applications  
Fin 3773-Business Finance I  
Mgmt 3813-Principles of Management  
Mktg 3913-Principles of Marketing

#### Co-requisite Requirements

(may be used for General Education requirements)

Comm 1113-Speech Communications  
Econ 2113-Principles of Macroeconomics  
Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

#### Management Concentration 12

Acct 3203-Cost Accounting OR  
Fin 3783-Business Finance II  
Mgmt 3703-Small Group Discussion OR  
Mgmt 4703-Organizational Communication OR  
Badm 3333-Industrial Psychology  
Mgmt 4873-Human Resource Management OR  
Mgmt 4133-Leadership  
Mgmt 4013-Organizational Behavior

#### Business Capstone 3

Mgmt 4893-Small Business Management OR  
Mgmt 4983-Strategic Mgmt & Business Policy

#### School of Business Electives 9

#### Minor or Guided Electives 20

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.

#### Proposed

<b>Business Administration (BBA)</b>	<b>120</b>
<b>Management Option</b>	<b>Semester Hours</b>
<b>General Education</b>	<b>40</b>
<b>Business Core</b>	<b>36-30</b>

Acct 2103-Financial Accounting  
Acct 2203-Managerial Accounting  
**Badm 2013-Professional Skills in the Workplace**  
~~Badm 2123-Microeconomics~~  
Badm 3123-Business Law I  
Badm 3173-Business Communications  
~~Badm 3613-Statistics~~  
Badm 4603-Business Ethics  
~~Cis 2013-Information Systems for Business~~  
~~Cis 2223-Micro Applications~~  
~~Cis 3013-Information Systems for Business~~  
Fin 3773-Business Finance I  
Mgmt 3813-Principles of Management  
Mktg 3913-Principles of Marketing

#### Required Courses 15

**Badm 1013-Introduction to Business**  
**Badm 2013-Personal Finance**  
**Cis 1113-Introduction to CIS**  
**Cis 2223-Business Computer Application**  
**Econ 2123-Microeconomics**

#### Co-requisite Requirements

(may be used for General Education requirements)

Comm 1113-Speech Communications  
Econ 2113-Principles of Macroeconomics  
Math 1513-College Algebra OR  
Math 1523-Modeling and Basic Statistics

#### Management Concentration 12

Acct 3203-Cost Accounting OR  
Fin 3783-Business Finance II  
Mgmt 3703-Small Group Discussion OR  
Mgmt 4703-Organizational Communication OR  
Badm 3333-Industrial Psychology  
Mgmt 4873-Human Resource Management OR  
Mgmt 4133-Leadership  
Mgmt 4013-Organizational Behavior

#### Business Capstone 3

Mgmt 4893-Small Business Management OR  
Mgmt 4983-Strategic Mgmt & Business Policy

#### School of Business Electives 9

#### Minor or Guided Electives 20 11

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Business Administration – Marketing Option

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

**Business Administration (BBA)** 120

**Marketing Option** Semester Hours

**General Education Requirements** 40

**Business Core** 36

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 2123-Microeconomics

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Badm 4603-Business Ethics

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

**Co-requisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Marketing Concentration** 12

Select 12 hours from the following:

Mktg 3443-Consumer Behavior

Mktg 3923-Professional Selling

Mktg 3973-Advertising

Mktg 4023-Retailing

Mktg 4113-E-Commerce

Mktg 4973-Purchasing

Mktg 4993-Marketing Research

**Business Capstone Courses** 3

Mgmt 4893-Small Business Management OR

Mgmt 4983-Strategic Mgmt & Business Policy

OR

Mktg 4983-Strategic Marketing Management

**School of Business Electives** 9

**Minor or Guided Electives** 20

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.

#### Proposed

**Business Administration (BBA)** 120

**Marketing Option** Semester Hours

**General Education Requirements** 40

**Business Core** 36-30

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

**Badm 2013-Professional Skills in the Workplace**

**Badm 2123-Microeconomics**

Badm 3123-Business Law I

Badm 3173-Business Communications

**Badm 3613-Statistics**

Badm 4603-Business Ethics

**Cis 2013-Information Systems for Business**

**Cis 2223-Micro Applications**

**Cis 3013-Information Systems for Business**

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

**Required Courses** 15

**Badm 1013-Introduction to Business**

**Badm 2013-Personal Finance**

**Cis 1113-Introduction to CIS**

**Cis 2223-Business Computer Application**

**Econ 2123-Microeconomics**

**Co-requisite Requirements**

(may be used for General Education requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Marketing Concentration** 12

Select 12 hours from the following:

Mktg 3443-Consumer Behavior

Mktg 3923-Professional Selling

Mktg 3973-Advertising

Mktg 4023-Retailing

Mktg 4113-E-Commerce

Mktg 4973-Purchasing

Mktg 4993-Marketing Research

**Business Capstone Courses** 3

Mgmt 4893-Small Business Management OR

Mgmt 4983-Strategic Mgmt & Business Policy OR

Mktg 4983-Strategic Marketing Management

**School of Business Electives** 9

**Minor or Guided Electives** 20-11

A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Computer Information Systems

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Current

#### Computer Information Systems (BBA)

120 Semester Hours

#### General Education

40

#### Business Core

30

Acct 2103-Financial Accounting

Acct 2203-Manual Accounting

Badm 3173-Bus Communications OR

Badm 3023-Technical Writing

Badm 3123-Business Law I OR

Badm 3323-Business Law II

Badm 3613-Statistics

Badm 4603-Business Ethics

Econ 2123-Principles of Econ (Micro)

Fin 3773-Business Finance I OR

Badm 2013-Personal Finance

Mktg 3913-Principles of Marketing

Mgmt 3813-Principles of Management

Corequisite Requirements (may be used for General Education Requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

#### Major Area

33

Cis 1113-Introduction to CIS

Cis 1983-Logic and Design

Cis 2113-HTML and Web Page Design

Cis 2123-Programming I

Cis 2323-Networking Fundamentals

Cis 2513-Database Use/Data Analysis

Cis 2723-Introduction to Operating Systems

Cis 2803-Managing/Maintaining Computer Hardware

Cis 2813-Managing/Maintaining Computer Software

Cis 3893-Network Security

#### Students must choose 3 hours from:

Cis 4113-Advanced Programming

Cis 4123-Advanced Web Design

Cis 4213-Applied Networking II

Cis 4333-Advanced Database

Cis 4933-Capstone Project/Internship

#### Additional Major Hours

12

#### Students must take 12 hours from the following courses:

Cis 2000-Special Topics in Information Systems

Cis 2013-Information Systems for Business

Cis 3123-Website Design

Cis 2823-Applied Networking I

Cis 3533-Digital Forensic Investigation

Cis 3613-Intermediate Programming

Cis 3723-Operating Systems

Cis 3833-Network Server Administration

Cis 4000-Problems: Computer Information Systems

Cis 4113-Advanced Programming

Cis 4123-Advanced Web Design

Cis 4213-Applied Networking II

Cis 4223-Systems Analysis and Designs

Cis 4333-Advanced Database

Cis 4613-Applied Networking III

Cis 4700-CIS Internship

Cis 4993-Capstone Project

#### The 12 hours may include only one of the following courses:

Cis 2223-Micro Applications

Cis 2623-2D Graphics

Cis 3113-3D Modeling I

Cis 3393-Video Editing

Cis 4233-Game Level Design

Cis 4413-Web Animation

#### Electives

4

Sufficient courses to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation.

#### Minor

Upon completion of the CIS major, the student will have sufficient courses for a minor in business administration.

A GPA of 2.0 is required in the business core. Grades of C or better are required in major area and additional major hour courses.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Business Administration – Computer Information Systems

#### Proposed Requirements for Students for Academic Year 2019-2020

#### Proposed

**Computer Information Systems (BBA)** **120**  
**Semester Hours**

**General Education** **40**  
**Business Core** **30 30**

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 3173-Bus Communications ~~OR~~  
~~Badm 3023-Technical Writing~~

Badm 3123-Business Law I ~~OR~~  
~~Badm 3323-Business Law II~~

Badm 2013-Professional Skills in the Workplace  
~~Badm 3613-Statistics~~

Badm 4603-Business Ethics

~~Cis 3013-Information Systems for Business~~

~~Econ 2123-Principles of Econ (Micro)~~

Fin 3773-Business Finance I ~~OR~~

~~Badm 2013-Personal Finance~~

Mktg 3913-Principles of Marketing

Mgmt 3813-Principles of Management

**Corequisite Requirements** (may be used for General Education Requirements)

Comm 1113-Speech Communications

Econ 2113-Principles of Macroeconomics

Math 1513-College Algebra OR

Math 1523-Modeling and Basic Statistics

**Major Area** **36**

Cis 1113-Introduction to CIS

Cis 1983-Logic and Design

Cis 2113-HTML and Web Page Design

Cis 2123-Programming I

Cis 2323-Networking Fundamentals

Cis 2513-Database Use/Data Analysis

Cis 2723-Introduction to Operating Systems

Cis 2803-Managing/Maintaining Computer Hardware

Cis 2813-Managing/Maintaining Computer Software

Cis 3893-Network Security

~~Cis 4223-Systems Analysis and Designs~~

#### Students must choose 3 hours from:

Cis 4113-Advanced Programming

Cis 4123-Advanced Web Design

Cis 4213-Applied Networking II

Cis 4333-Advanced Database

Cis 4933-Capstone Project/Internship

**Additional Major Hours** **12**

#### Students must take 12 hours from the following courses:

Cis 2000-Special Topics in Information Systems

~~Cis 2013-Information Systems for Business~~

Cis 3123-Website Design

Cis 2823-Applied Networking I

Cis 3533-Digital Forensic Investigation

Cis 3613-Intermediate Programming

Cis 3723-Operating Systems

Cis 3833-Network Server Administration

Cis 4000-Problems: Computer Information Systems

Cis 4113-Advanced Programming

Cis 4123-Advanced Web Design

Cis 4213-Applied Networking II

~~Cis 4223-Systems Analysis and Designs~~

Cis 4333-Advanced Database

Cis 4613-Applied Networking III

Cis 4700-CIS Internship

Cis 4993-Capstone Project

#### The 12 hours may include only one of the following courses:

Cis 2223-Micro Applications

Cis 2623-2D Graphics

Cis 3113-3D Modeling I

Cis 3393-Video Editing

Cis 4233-Game Level Design

Cis 4413-Web Animation

**Electives** **4-2**

Sufficient courses to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation.

#### Minor

Upon completion of the CIS major, the student will have sufficient courses for a minor in business administration.

A GPA of 2.0 is required in the business core. Grades of C or better are required in major area and additional major hour courses.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Industrial Technology

Proposed Requirements for Students for Academic Year 2019-2020

#### Current

##### Industrial Technology (BIND)

##### Industrial Business Management

##### Option 120 Semester Hours

General Education 40

Industrial Technology Core 24

Indt 1012-Drafting Technology

Indt 1013-Woodworking Fundamentals

Indt 1103-Applied Electricity I

Indt 1222-General Metals Processing

Indt 1432-Construction Skills and Safety

Indt 1433-Welding Level I

Indt 2013-Machine Wood Technology

Indt 2113-Introduction to CAD

Indt 2423-Welding Level II

Industrial Technology Electives 9

A student must select additional hours to bring the total to 33 hours of Industrial Technology courses.

Common Business Core 33

Acct 2103-Financial Accounting

Acct 2203-Manual Accounting

Cis 2013-Information Systems for Business

Econ 2123-Microeconomics

Cis 2223-Micro Applications

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

Electives 14

Additional courses are required to bring the upper level hours to 40 and total to 120 hours for graduation. A minor in any field in which a minor is offered or a second major may be selected.

#### Proposed

##### Industrial Technology (BIND)

##### Industrial Business Management

##### Option 120 Semester Hours

General Education 40

Industrial Technology Core 24

Indt 1012-Drafting Technology

Indt 1013-Woodworking Fundamentals

Indt 1103-Applied Electricity I

Indt 1222-General Metals Processing

Indt 1432-Construction Skills and Safety

Indt 1433-Welding Level I

Indt 2013-Machine Wood Technology

Indt 2113-Introduction to CAD

Indt 2423-Welding Level II

Industrial Technology Electives 9

A student must select additional hours to bring the total to 33 hours of Industrial Technology courses.

Common Business Core ~~33~~ 33-30

Acct 2103-Financial Accounting

Acct 2203-Manual Accounting

~~Badm 2013-Professional Skills in the Workplace~~

Badm 3123-Business Law I

Badm 3173-Business Communications

~~Badm 3613-Statistics~~

~~Badm 4603-Business Ethics~~

~~Cis 3013-Information Systems for Business~~

~~Cis 2223-Micro Applications~~

~~Econ 2123-Microeconomics~~

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

Required Courses 6

~~Cis 2223-Business Computer Application~~

~~Econ 2123-Microeconomics~~

Electives ~~14~~ 11

Additional courses are required to bring the upper level hours to 40 and total to 120 hours for graduation. A minor in any field in which a minor is offered or a second major may be selected.





# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF BUSINESS AND TECHNOLOGY

### Bachelor of Technology

Proposed Requirements for Students for Academic Year 2019-2020

#### Current

**Technology (BTEC)** **120 Semester Hours**

**General Education** **40**

#### Major

**Business Core** **36**

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Econ 2123-Microeconomics

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 3613-Statistics

Badm 4603-Business Ethics

Cis 2013-Information Systems for Business

Cis 2223-Micro Applications

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

**Transferred Major** **30-32**

An approved technical program whose courses are listed on the OSRHE Technical Course Transfer Matrix

**Electives** **10-12**

Upper Division Electives to total 120

Students may complete the Bachelor of Technology with major emphasis in a field for which OPSU has faculty expertise and whose courses have been approved under the Oklahoma State Regents for Higher Education Statewide Articulation Agreement with Oklahoma Career Technology Centers. Additional academic program options will be evaluated according to OPSU's Assessment Plan.

#### Proposed

**Technology (BTEC)** **120 Semester Hours**

**General Education** **40**

#### Major

**Business Core** **30**

Acct 2103-Financial Accounting

Acct 2203-Managerial Accounting

Badm 3123-Business Law I

Badm 3173-Business Communications

Badm 2013-Professional Skills in the Workplace

Badm 4603-Business Ethics

Cis 3013-Information Systems for Business

Fin 3773-Business Finance I

Mgmt 3813-Principles of Management

Mktg 3913-Principles of Marketing

**Transferred Major** **30-32**

An approved technical program whose courses are listed on the OSRHE Technical Course Transfer Matrix

**Electives** **16-18**

Upper Division Electives to total 120

Students may complete the Bachelor of Technology with major emphasis in a field for which OPSU has faculty expertise and whose courses have been approved under the Oklahoma State Regents for Higher Education Statewide Articulation Agreement with Oklahoma Career Technology Centers. Additional academic program options will be evaluated according to OPSU's Assessment Plan.



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

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

Oklahoma Panhandle State University

College/University from which Request for Interim Approval Originated

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

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

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

  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.)

This request is to refinance two 2009C Series Master Lease bond issues. This would produce an estimated Net Present value savings of \$96,924 for Oklahoma Panhandle State University. The Council of Bond Oversight meets March 28, 2019. The committee would approve this action at that meeting. The OSRHE have indicated this meeting is the most opportune time to take action and realize these savings.

\_\_\_\_\_ (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):

Please see attached

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ N/A
4. Identify the fund or funds to be used in covering the cost stated above. N/A
5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. N/A
- 6.

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

  
\_\_\_\_\_  
(Required) Signature of President

\_\_\_\_\_  
Date

3-25-19  
\_\_\_\_\_  
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

3/26/19  
\_\_\_\_\_  
Date



INTERIM APPROVAL REQUEST-MARCH 25, 2019

**Approval to Refund Master Lease Program Bonds for Savings**

1. Board approval is requested to submit the appropriate documents to Oklahoma State Regents for Higher Education (OSRHE) and to take all necessary action to refund the potential projects listed below through the Master Lease Program.

Real Property Master Lease, Series 2009C, which financed the Electrical Upgrade project in Goodwell; estimated \$5,500 in Net Present Value savings (4.48% of refunded par amount).	\$200,000
Real Property Master Lease, Series 2009C, which financed the Student Union Infrastructure and Roof project in Goodwell; estimated \$91,500 in Net Present Value savings (8.79% of refunded par amount).	<u>\$1,500,000</u>
Total required to refund the remaining principal:	\$1,700,000
Required capital payments will be made from legally available funds.	



OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Feb-19  
MONTH

FUND SOURCE	FY19		FY18		FY19		FY18	
	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	5	\$ 552.25	4	\$798.00	51	\$ 17,657.46	47	\$ 11,950.87
FEDERAL	1	\$ 518.61			2	\$ 993.61		
PRIVATE								
AUXILIARY	10	3,663.35	2	\$802.37	41	14,889.46	32	\$ 10,640.92
OTHER								
TOTAL	16	\$ 4,734.21	6	\$1,600.37	94	\$ 33,540.53	79	\$ 22,591.79



OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Mar-19  
MONTH

FUND SOURCE	FY19		FY18		FY19		FY18	
	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	8	\$ 3,764.02	1	\$277.46	59	\$ 21,421.48	48	\$ 12,228.33
FEDERAL					2	\$ 993.61		
PRIVATE								
AUXILIARY	5	1,156.66	3	\$1,005.68	46	16,046.12	35	\$ 11,646.60
OTHER								
TOTAL	13	\$ 4,920.68	4	\$1,283.14	107	\$ 38,461.21	83	\$ 23,874.93



# THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION

## FTE Employee Report <sup>(1)</sup>

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

From: Oklahoma Panhandle State University Dr. Timothy Faltyn President  
Institution

Subject: FTE Employee Report for Fiscal Quarter Ending 3/31/2019  
Month Day Year

The following information is provided pursuant to 74 O.S. 12981, Section 3602 (2)

	Educational & General Budget Part I			Educational & General Budget Part II			Agency Accounts			Sub-Total		Total FTE
	Faculty	Other	Student	Faculty	Other	Student	Faculty	Regular	Other	Regular	Student	
A. FTE Employees for Reported Fiscal Quarter	54	82	17	1	1	1	0	8	12	55	30	176
B. FTE Employees for Fiscal Quarter Immediately Preceding	63	82	24	0	1	0	0	6	14	63	38	190
C. Increase or Decrease in FTE Employees (Item A minus Item B)	-9	0	-7	1	0	1	0	2	-2	-8	-8	-14
D. Comparable Quarter Last Year	63	77	17	0	1	0	0	7	10	63	27	175

1. File with the State Regents' office by the tenth of the month following the end of the calendar quarter being reported.

2. The term employee shall mean "a full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing 519 hours (173 hours per month multiplied by three months) the total pay-roll house (excluding seasonal employees) for the quarter.

3. This figure reflects the total number of FTE employees for the main campus, branch campus(es), and all constituent agencies.



PUBLIC COMMENTS

Chairman Anthony said 15 minutes are provided for members of the public who would like to address the Board. He asked if there were any members of the public who wished to address the Board at this time. There being none who wished to come forward, 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

COMMITTEE REPORTS

Academic Affairs, Policy and Personnel Committee

All business discussed by this Committee was presented during the business of Oklahoma State University, Northeastern Oklahoma A&M College, Langston University, and Oklahoma Panhandle State University.

Audit, Risk Management and Compliance Review Committee

*None*

Fiscal Affairs and Plant Facilities Committee

All business discussed by the Committee was presented during the business of Oklahoma State University and Langston University.

Planning and Budgets Committee

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

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

*None*

2. Resolutions

*None*

3. Policy and Operational Procedures

*None*

4. Personnel Actions

*None*

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

*None*

6. Other Business Matters Requiring Action of the Board

*None*

7. Reports/Comments/Recommendations by Chief Executive Officer

*None*



8. Reports/Comments/Recommendations by General Counsel

General Counsel Steve Stephens said the Office of Legal Counsel is completing its six-month report and it will be distributed to the Board for review next week.

9. Reports/Comments/Recommendations by Chief Audit Executive

*None*

10. New Business Unforeseen at the Time Agenda was Posted

11. Other Informational Matters Not Requiring Action of the Board

*None*

Adjournment

At approximately 12:04 p.m., Regent Callahan moved and Regent Davis seconded that the meeting be adjourned.

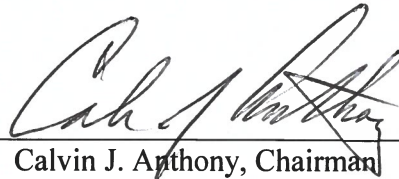
Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.



April 26, 2019

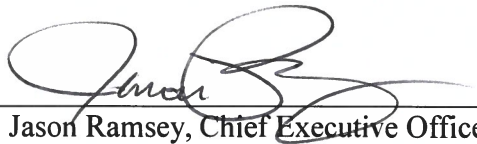
BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

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



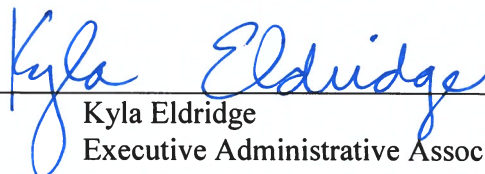
Calvin J. Anthony, Chairman

ATTEST:



Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on June 14, 2019.



Kyla Eldridge  
Executive Administrative Associate