

**AGENDA**  
**REGULAR MEETING OF THE**  
**UTAH STATE UNIVERSITY BOARD OF TRUSTEES**  
**Utah State University – University Inn, Alma Sonne Room**  
**March 6, 2015**

11:00 a.m.	Audit Committee Meeting	UI room 510
12:00 noon	Lunch	UI room 507
1:00 p.m.	Executive Session	UI room 508
2:00 p.m.	Regular Meeting	UI room 508

- Introductory Items
- Chair's Report
- President's Report
- Consent Agenda
- Action Agenda
- Committee Meeting Agenda
- Strategic Agenda – Vice President for Business and Finance Risk Management

## **CHAIR'S REPORT**

**March 6, 2015**

### A. Information Items

1. Alumni Association Report – Stephen Noel
2. USU/SA Report – Douglas Fiefia
3. Report on Audit Committee meetings held on January 9, 2015 and March 6, 2015  
– Scott Nixon
4. Meeting Schedule for 2015-2016
5. Date of next Board of Trustees Meeting, April 3, 2015 to be held via conference call to discuss promotion and tenure decisions

## Board of Trustees Meeting Schedule for 2015-2016

Date of Trustees Meeting	Meeting Type	Date of Regents Meeting
January 9, 2015	Regular Meeting	January 23, 2015 University of Utah
March 6, 2015 <sup>1</sup>	Regular Meeting	March 27, 2015 Dixie State University
April 3, 2015 <sup>2</sup>	Telephone Conference Meeting (30 minutes)	
May 1, 2015 <sup>3</sup>	Regular Meeting	May 15, 2015 Salt Lake Community College
July 17, 2015	Telephone Conference Meeting	July 30-31, 2015 Southern Utah University
August 28, 2015	Workshop	September 18, 2015 Utah State University
October 30, 2015	Regular Meeting	November 13, 2015 Weber State University
January 8, 2016	Regular Meeting	January 22, 2016 University of Utah
March 4, 2016 <sup>4</sup>	Regular Meeting	April 1, 2016 Dixie State University
April 1, 2016 <sup>5</sup>	Telephone Conference Meeting (30 minutes)	
May 6, 2016 <sup>6</sup>	Regular Meeting	May 20, 2016 Snow College

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<sup>1</sup> Founders Day event that evening

<sup>2</sup> Brief Telephone Conference to approve Promotion and Tenure decisions only

<sup>3</sup> Commencement, May 1-2, 2015

<sup>4</sup> Founders Day event that evening

<sup>5</sup> Brief Telephone Conference to approve Promotion and Tenure decisions only

<sup>6</sup> Commencement, May 6-7, 2016

**AGENDA**  
**PRESIDENT'S REPORT**  
**March 6, 2015**

A. Information Items

1. Student Resolution of Commendation to Shelby Fitzpatrick

B. Recent Events

1. Basketball – New Mexico at USU, January 10, 2015
2. Inaugural Professor Lecture, Scott Bates, President's Home – January 13, 2015
3. Legislative Preview Reception with Legislators, Utah Botanical Center – January 13, 2015
4. NCAA Executive Committee and Division I Board Meetings, Washington, D.C. – January 15-17, 2015
5. Mtn. West Conference Board of Directors, Washington, D.C. – January 17, 2015
6. Basketball – USU at Nevada Reno, January 20, 2015
7. Inaugural Professor Lecture, Julie Gast, President's Home – January 21, 2015
8. Board of Regents – University of Utah, Salt Lake City – January 23, 2015
9. Basketball – USU at UNLV, January 24, 2015
10. LDS Institute Valley-Wide Young Adult Devotional with Elder Quentin L. Cook – January 25, 2015
11. State of Utah Legislative Session – Salt Lake City, January 26-March 12, 2015
12. Inaugural Professor Lecture, Eric Gese, President's Home – January 26, 2015
13. Salt Lake Chamber Board of Governors – Salt Lake City, January 27, 2015
14. Men's Basketball – Wyoming at USU, January 27, 2015
15. Inaugural Professor Lecture, Renee Galliher, President's Home – January 29, 2015
16. Basketball – USU at San Diego State, January 31, 2015
17. Inaugural Professor Lecture, Marie Walsh, President's Home – February 3, 2015
18. Basketball – Boise at USU, February 3, 2015
19. Special Council of Presidents – Salt Lake City, February 4, 2015
20. Sunrise Session – Salt Lake City, February 6, 2015
21. Basketball – USU at New Mexico, February 7, 2015
22. Basketball – Nevada at USU, February 10, 2015
23. Special Council of Presidents – Salt Lake City, February 18, 2015
24. Inaugural Professor Lecture, Timothy Slocum – February 19, 2015
25. Hall of Honor, February 21, 2015
26. Basketball – Fresno State at USU, February 21, 2015
27. Inaugural Professor Lecture, Michael Sowder, President's Home – February 23, 2015
28. Salt Lake Chamber Board of Governors – Salt Lake City, February 24, 2015
29. Basketball – UNLV at USU, February 24, 2015
30. Basketball – USU at Air Force, February 28, 2015
31. Special Council of Presidents – Salt Lake City, March 4, 2015
32. Basketball – USU at Wyoming, March 4, 2015

33. Inaugural Professor Lecture, Ning Fang, President's Home – March 5, 2015
34. USU Board of Trustees – March 6, 2015
35. Founders Day – March 6, 2015

C. Upcoming Events

1. Basketball – Colorado State at USU, March 7, 2015
2. Council of Presidents – Salt Lake City, March 10, 2015
3. Mtn. West Women's Basketball Tournament – Las Vegas, Nevada, March 9-13, 2015
4. Mtn. West Men's Basketball Tournament – Las Vegas, Nevada, March 11-14, 2015
5. Mtn. West Board of Directors – Las Vegas, Nevada, March 13, 2015
6. ACE Annual Meetings – Washington, D.C., March 15-17, 2015
7. USU Utah Campus Compact Awards Luncheon – March 19, 2015
8. Inaugural Professor Lecture, Barton Smith, President's Home – March 19, 2015
9. Regence Blue Cross Blue Shield Community Board Meeting – Salt Lake City, March 19, 2015
10. Inaugural Professor Lecture, Juergen Symanzik, President's Home – March 23, 2015
11. Salt Lake Chamber Board of Governors – Salt Lake City, March 24, 2015
12. Diversity Awards Luncheon, President's Home – March 24, 2015
13. Employee Recognition Luncheon – March 25, 2015
14. Salt Lake Chamber Giant in our City – Salt Lake City, March 26, 2015
15. Board of Regents – Dixie State College, St. George – March 27, 2015
16. Student Advisory Council Breakfast, President's Home – March 31, 2015
17. Inaugural Professor Lecture, Kelly Kopp, President's Home – March 31, 2015
18. USU Board of Trustees Meeting by Teleconference – April 3, 2015



## RESOLUTION OF COMMENDATION

To

### **Shelby Fitzpatrick**

**Shelby Fitzpatrick** is a wonderful example of a student who balances work, involvement and service while also maintaining a high GPA. Shelby is in her junior year at Utah State University, majoring in Marketing. Shelby Fitzpatrick is the epitome example of a student who

Shelby currently serves as the USUSA Administrative Assistant and Utah Student Association Chief of Staff. Her dedication to these responsibilities has been evident through her incredible performance with assigned tasks. She not only meets expectations, but continually exceeds them.

This year she was appointed as the Vice President of the President's Cabinet. While serving in this role, she spearheaded a dodgeball tournament raising awareness for pancreatic cancer. The event raised money for a local woman battling the disease.

Shelby has also been heavily involved in her sorority, Kappa Delta, holding such positions as Vice President of Public Relations, representative of the Standards Board, Recruitment Chair and more. When another member of Kappa Delta was asked about her experiences working with Shelby, she remarked, "She is incredible in every way. I couldn't ask for a better sister."

Shelby is one of the hardest working Aggies, and yet, always finds time to smile and brighten others' days. People are drawn to her because of her ability to help others see potential within themselves. She delights in being positive and it rubs off on others around her. Because of Shelby, Utah State University is a better place and will be for many years to come.

A handwritten signature in black ink, appearing to read "Stan L. Albrecht". The signature is written in a cursive style and is positioned above a horizontal line.

Stan L. Albrecht

President

March 6, 2015

## CONSENT AGENDA

March 6, 2015

1. Minutes from the Executive Meeting held on January 9, 2015
2. Minutes from the Regular Meeting held on January 9, 2015
3. Certificate of Treasurer – October 2014
4. Certificate of Treasurer – November 2014
5. Contract/Grant Proposals and Awards – December, 2014
6. Contract/Grant Proposals and Awards – January, 2015
7. Delegation of Administrative Reports – 11/24/14 to 12/29/14
8. Faculty and Staff Adjustments
9. Report of Investments – October 2014
10. Report of Investments – November 2014
11. USU Policy Manual – Proposal to Combine Four Leave Policies
12. USU Policy Manual – Section 376 – Extra-Service Compensation
13. USU Policy Manual – Section 377 – Consulting Leave
14. USU Policy Manual – Section 385 – Appointments of Opportunity
15. Acceptance of Written Reports
  - Advancement
  - Business and Finance
  - Classified Employees Association
  - Commercialization
  - Cooperative Extension, Utah Agricultural Experiment Station, and College of Agriculture
  - Executive Vice President and Provost
  - Faculty Senate
  - Professional Employees Association
  - Public Relations and Marketing
  - Research and Graduate Studies
  - Student Services
  - USU Eastern
  - USU/SA

EXECUTIVE SESSION  
UTAH STATE UNIVERSITY BOARD OF TRUSTEES  
January 9, 2015

Minutes of the Executive Session of the Utah State University Board of Trustees held at Utah State University, AGRS room 412 commencing at 8:37 a.m.

MEMBERS PRESENT

Ronald W. Jibson      Chair  
Scott R. Watterson    Vice Chair  
Jody K. Burnett  
Douglas K. Fiefia  
Linda Clark Gillmor  
Mark K. Holland  
Susan D. Johnson  
J. Scott Nixon  
Stephen F. Noel  
Frank Peczuh, Jr.  
Suzanne Pierce-Moore

UNIVERSITY REPRESENTATIVES PRESENT

Stan L. Albrecht      President  
Noelle E. Cockett    Executive Vice President and Provost  
David T. Cowley      Vice President for Business and Finance  
Sydney M. Peterson    Chief of Staff and Secretary to the Board of Trustees  
Craig J. Simper      General Counsel

Chair Jibson conducted the meeting. Personnel, property, and legal issues were discussed.

The Executive Session adjourned at 9:58 a.m.

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Ronald W. Jibson, Chair

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Sydney M. Peterson, Secretary

Date Approved



REGULAR MEETING  
UTAH STATE UNIVERSITY BOARD OF TRUSTEES  
Utah State University, AGSC Building  
Logan, Utah  
January 9, 2015

Minutes of the Regular Meeting of the Utah State University Board of Trustees held in the AGSC Conference Room 412 commencing at 10:00 a.m.

MEMBERS PRESENT

Ronald W. Jibson      Chair  
Scott R. Watterson    Vice Chair  
Jody K. Burnett  
Douglas K. Fiefia  
Linda Clark Gillmor  
Mark K. Holland  
Susan D. Johnson  
J. Scott Nixon  
Stephen F. Noel  
Frank Peczuh, Jr.  
Suzanne Pierce-Moore

UNIVERSITY REPRESENTATIVES PRESENT

Stan L. Albrecht            President  
Neil Abercrombie        Director of Government Relations  
Janet B. Anderson        Vice Provost  
Jodi Bailey                Chief Audit Executive  
Robert Behunin            Vice President for Advancement and Commercialization  
Tyler J. Bowles            Department Head, Economics and Finance  
Carolyn Brittain         Staff Assistant  
David T. Cowley          Vice President for Business and Finance  
Amanda DeRito            Social Media & Marketing Coordinator, Public Relations and Marketing  
Dennis G. Dolny          Department Head, Health, Physical Education, and Recreation  
Brian Evans                Senior Associate Athletics Director  
Todd Hugie                President-elect, Professional Employees Association  
Douglas Jackson-Smith    President, Faculty Senate  
Brian Joy                  Vice President, Classified Employees Association  
Mac McKee                Director of the Utah Water Research Laboratory  
Mark McLellan            Vice President for Research and Dean of Graduate Studies  
James Morales            Vice President for Student Services  
Richard Mueller          Associate Dean, College of Science  
Sydney M. Peterson        Chief of Staff and Secretary to the Board of Trustees  
Robert E. Spall            Department Head, Mechanical and Aerospace Engineering  
Tim Vitale                 Director of Public Relations and Marketing  
Ryan Whitby                Assistant Professor, Economics and Finance

Kenneth L. White Vice President and Dean, College of Agriculture and Applied Science  
David Woolstenhulme Vice Provost

OTHERS PRESENT

Kevin Opsahl *The Herald Journal*

Chair Jibson conducted the meeting; welcomed the Trustees, members of the Administration as well as faculty and staff representatives.

Chair Jibson reminded the Trustees that they are invited to attend the 1:00 p.m. dedication of the Ardeshir Zahedi Atrium on the fourth floor of the AGRS building as well as the 1:30 p.m. press conference in the Campbell Scientific Lecture Hall AGRS 101.

I. CHAIR'S REPORT

A. Alumni Association Report

Trustee Noel gave the Alumni Association report noting the upcoming Alumni Association Hall of Honor event honoring David and Trisha Butterfield, Spence and Melanie Raymond, Mike and Juanita Kohler and Chris and Kiersten Wilson on February 21, 2015. The Association is looking forward to Founders Day on March 6, 2015. Over 300 attended the pregame party at the New Mexico game. The Association is still pursuing and developing Professional Alumni Associations and feel these will be beneficial to the University and alumni.

B. USU/SA Report

Trustee Fiefia presented the USU/SA report mentioning the successes of the November events "Stuff-a-bus" and "It's on Us Campaign" to address the issues of sexual assault on campus. The new on-line textbook exchange has over 2,000 students registered with over 1,500 active listings.

C. Report on Regional Campus Committee Meeting held on January 9, 2015

Trustee Peczuh noted that the Committee received the upcoming regional campus annual report and discussed working with Applied Technology Centers (ATCs) with regard to stackable credits.

D. Report on Audit Committee Meeting held on December 22, 2014

Trustee Nixon indicated Jodi Bailey and her team have been busy with several projects. The Committee reviewed 12 to 13 reports in detail. USU has made great progress on time and effort policies including extra service compensation. Vice President for Research and Graduate Studies, Mark McLellan and his office are working toward fully auditable and trackable forms. These will be presented to the Board at a later date.

Chair Jibson, asked the Board to review and respond to the proposed schedule for future meetings through the first part of 2016 (Appendix A).

E. Date of Next Meeting

The next meeting will be held on March 6, 2015, on campus in Logan.

II. PRESIDENT'S REPORT

President Albrecht expressed his appreciation to the Trustees and his administrative team for the roles that each of them play. The Board is always there when we need them and they take their jobs seriously.

A. Information Items

1. Resolution of Commendation

Trustee Fiebia introduced Brandon Woodward and read his letter of commendation (Appendix B). Brandon, a senior majoring in Marketing, has an impressive leadership record. His favorite quote is "Choose to be happy."

2. Enrollment Update

Vice President Morales reported that for spring semester both continuing and new student numbers are up. They are being more aggressive in reaching out to students who might be leaving school. Overall numbers are slightly down due to lower numbers at USU Eastern and the School of Graduate Studies. On-line numbers have improved with the move toward a tuition rate with no additional costs to enroll in on-line classes.

3. Legislative Update

Neil Abercrombie, Director of Government Relations, said the political landscape is good for USU with legislators who know USU and understand our issues. The top priorities for the session will be the graduate initiative, performance funding, and two new buildings (a new science building and a new clinical services building). The graduate initiative requests funding to help narrow the gap between the percentages of Ph.D. students to the percentage of research dollars generated. Performance funding will be the number one issue with higher education. The science building is critical to the state with its emphasis on STEM education and is needed for growth on campus to alleviate the bottleneck resulting from 80 different majors requiring science courses in their curriculum. The clinical services building will house 16 different clinical service programs under one roof. It will be housed on the Logan campus but will provide services statewide. Upcoming events include the Board of Regents' Legislative kick-off on January 15, as well as our Legislative Preview event on January 13. USU has 15 legislative interns with three assigned to leadership.

### III. CONSENT AGENDA

Trustees were given the following consent agenda material for their consideration:

Minutes from the Executive Meeting held on October 24, 2014

Minutes from the Regular Meeting held on October 24, 2014

Resolution 15-1-1 – Certificate of Treasurer – August 2014 (Appendix C)

Resolution 15-1-2 – Certificate of Treasurer – September 2014 (Appendix D)

Resolution 15-1-3 – Contract/Grant Awards Proposals – September 2014 (Appendix E)

Resolution 15-1-4 – Contract/Grant Awards Proposals – October 2014 (Appendix F)

Resolution 15-1-5 – Contract/Grant Awards Proposals – November 2014 (Appendix G)

Resolution 15-1-6 – Delegation Administrative Reports – 08-25-14 to 10-20-14 (Appendix H)

Resolution 15-1-7 – Delegation Administrative Reports – 10-20-14 to 11-24-14 (Appendix I)

Resolution 15-1-8 – Faculty and Staff Adjustments (Appendix J)

Resolution 15-1-9 – Honorary Degrees/Commencement Speakers (Appendix K)

Resolution 15-1-10 – Report on Investments – August 2014 (Appendix L)

Resolution 15-1-11 – Report on Investments – September 2014 (Appendix M)

Resolution 15-1-12 – USURF – re-appointment to the Research Foundation Board – Roderick J. Linton (Appendix N)

Acceptance of Written Reports

- Advancement (Appendix O)
- Athletics (Appendix P)
- Business and Finance (Appendix Q)
- Classified Employees Association (Appendix R)
- Commercialization (Appendix S)
- Cooperative Extension, Utah Agricultural Experiment Station, and College of Agriculture (Appendix T)
- Executive Vice President and Provost (Appendix U)
- Faculty Senate (Appendix V)
- Professional Employees Association (Appendix W)
- Public Relations and Marketing (Appendix X)
- Research and Graduate Studies (Appendix Y)
- Student Services (Appendix Z)
- USU Eastern (Appendix AA)
- USU/SA (Appendix BB)

Chair Jibson asked if any items on the Consent Agenda needed to be moved to the Action Agenda for discussion.

Action: Trustee Johnson moved to approve the Consent Agenda items. Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

### IV. ACTION AGENDA

1. Proposal for the Department of Economics and Finance to add a minor in Real Estate

within the Jon M. Huntsman School of Business

Dr. Bowles, Department Head in Economics and Finance, introduced Dr. Ryan Whitby to present the proposal. There has been a lot of interest from students to add a minor in real estate. With the addition of two new courses students may now complete a five-course minor including studies in real estate valuation and real estate development.

Action: Trustee Burnett moved the approval of Resolution 15-1-13 the proposal for the Department of Economics and Finance to add a minor in Real Estate within the Jon M. Huntsman School of Business (Appendix CC). Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

2. Proposal for the Department of Biology to add a new Human Biology Emphasis in the existing Bachelor of Science in Biology

Dr. Richard Mueller, Associate Dean, College of Science, presented the proposal. Changes to the MCAT prompted a look at a biology major with the intent to create a major tailored to premed students. The new emphasis retains the core of biology, chemistry, physics, math, with more flexibility in electives. Currently two-thirds of premed students are in majors other than biology.

Action: Trustee Johnson moved the approval of Resolution 15-1-14 the proposal for the Department of Biology to add a new Human Biology Emphasis in the existing Bachelor of Science in Biology. (Appendix DD) Trustee Pierce-Moore seconded the motion. The voting was unanimous in the affirmative.

3. Proposal for the Department of Geology to discontinue the current Bachelor of Science in Applied Environmental Geoscience and to create an emphasis in Applied Environmental Geoscience

Dr. Richard Mueller, Associate Dean, College of Science, presented the proposal. The geology major title did not reflect the professional credentials. Also the major is designed to be more applied and related to the environment, agricultural mining, water quality, hydraulics; courses taught outside the department and some outside the college have not always been offered in a timely manner due to low demand from students. As a result they want to move the separate major back to an emphasis. The core geology courses have been strengthened and the problematic electives if not available now have substitute courses.

Action: Trustee Watterson moved the approval of Resolution 15-1-15 the proposal for the Department of Geology to discontinue the current Bachelor of Science in Applied Environmental Geoscience and to create an emphasis in Applied Environmental Geoscience (Appendix EE). Trustee Pierce-Moore seconded the motion. The voting was unanimous in the affirmative.

4. Proposal for the Department of Health, Physical Education, and Recreation to discontinue the School Health emphasis and minor.

Dr. Dennis Dolny, Department Head, Health, Physical Education, and Recreation presented the proposal. With the onset of the common core in public schools it is difficult to supply full curriculum for physical education and health education. The new approach is to introduce health and physical education via healthy lifestyles teaching within other curricula. These topics are also being reemphasized in communities via graduates from our Health Education Promotion and Community Health majors. There are currently no students enrolled in the School Health minor and only 17 School Health emphasis students.

Action: Trustee Gillmor moved the approval of Resolution 15-1-16 the proposal for the Department of Health, Physical Education, and Recreation to discontinue the School Health emphasis and minor (Appendix FF). Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

5. Proposal for the Department Mechanical Aerospace Engineering to add a new Doctor of Philosophy in Aerospace Engineering.

Dr. Robert Spall, Department Head, Mechanical and Aerospace Engineering, presented the proposal to add a new Ph.D. in Aerospace Engineering. Currently the Department offers undergraduate, master's, and a Ph.D. in Mechanical Engineering. A few years ago a master's in Aerospace Engineering was implemented. This Ph.D. fits in well with the Space Dynamics Lab and the School of Graduate Studies' emphasis on adding more Ph.D. programs. This can be implemented without additional funding. There are enough courses on the books right now with the current Ph.D. in Mechanical Engineering.

Action: Trustee Nixon moved the approval of Resolution 15-1-17 the proposal for the Department of Mechanical Aerospace Engineering to add a new Doctor of Philosophy in Aerospace Engineering (Appendix GG). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

6. Proposal for the Department of Plants, Soils, and Climate for a restructuring and name change of the Bachelor of Science in Environmental Soil/Water Science to be Land, Plant and Climate Systems.

Dean Ken White, Vice President and Dean, College of Agriculture and Applied Sciences explained that this proposal restructures an existing major which meets changing needs of students and capitalizes on the strengths of faculty in the department. This change has created three emphases within this degree program two of which are Applied Climatology and Sustainability. Students will get access to needed classes in climate science which is very important for positions where a student may, for example, need shade-tree knowledge with climate

science.

Action: Trustee Pierce-Moore moved the approval of Resolution 15-1-18 the proposal for the Department of Plants, Soils, and Climate for a restructuring and name change of the Bachelor of Science in Environmental Soil/Water Science to be Land, Plant and Climate Systems (Appendix HH). Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

7. Real Property Acquisition by Donation – Caine Home.

Vice President Cowley explained that this acquisition has already happened by donation for the benefit of the Caine College of the Arts. The Regents' policy allows disposals/acquisitions up to \$500,000 without preapproval. President Albrecht noted that USU has been maintaining the property for years so there will be no new costs associated with this donation.

Action: Trustee Scott Nixon moved the approval of Resolution 15-1-19 the Real Property Acquisition by Donation of the Caine Home (Appendix II). Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

8. Review and Approval of the External Audit Reports.

Vice President Cowley presented the following audit reports which have been completed and reviewed by the audit committee.

1. Utah State University Management Letter and Financial Statements for the Year Ended 30 June 2014
2. Utah State University Research Foundation Management Letter and Financial Statements for the Year Ended 30 June 2014
3. Utah Public Radio Financial Statements for the Year Ended 30 June 2014 with Independent Auditor's Reports
4. Edith Bowen Laboratory School Financial Statements for the Year Ended 30 June 2014 with Independent Auditor's Reports

Trustee Nixon recommended the full Board accept these reports.

Action: Trustee Nixon moved the approval of Resolution 15-1-20 the proposal for the Review and Approval of the External Audit Reports (Appendix JJ). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

9. Proposal for the Mountain Rim Gymnastics Conference Organization.

Dr. Brian Evans, Senior Associate Athletics Director, explained that all of our athletic teams except gymnastics moved to the Mountain West Conference. The Mountain West Conference requires that at least 50 percent of participating

institutions have a gymnastics program. Currently; only four institutions have gymnastics programs; therefore, they are basically left without a home. Last year USU, Brigham Young University, Boise State University, the University of Denver, and Southern Utah University applied the NCAA to establish a conference for gymnastics. The NCAA formally accepted the application last September as the Mountain Rim Gymnastics Conference. They are asking the Trustees' approval for nonprofit status. This year USU went to regionals for the first time in the last five years. There is an important Title IX benefit. Brian was selected to be the commissioner.

Action: Trustee Burnett moved the approval of Resolution 15-1-21 the proposal for the Mountain Rim Gymnastics Conference Organization. (Appendix KK) Trustee Watterson seconded the motion. The voting was unanimous in the affirmative.

V. STRATEGIC AGENDA

Tim Vitale, Executive Director Public Relations and Marketing (PRM), and Mac McKee, Director Utah Water Research Lab (UWRL) presented the "Year of Water" as the University's theme for 2015. The Utah Water Research Laboratory celebrates its 50<sup>th</sup> anniversary this coming year. Locally, regionally, nationally, and globally the University is truly a leader in water research. USU's areas of expertise include: water ecosystems, water management, water and climate, water and society, and water education. The campaign will include on and off-campus events and advertising.

Action: Trustee Pierce-Moore made a motion to adjourn the meeting. Trustee Nixon seconded the motion; the voting was unanimous in the affirmative.

The meeting adjourned at 12:06 p.m.

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Ronald W. Jibson, Chair

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Sydney M. Peterson, Secretary  
(Minutes taken by Carolyn Brittain)

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Date Approved



6 March 2015

**ITEM FOR ACTION**

**RE:** Certificate of Treasurer for October 2014

The Certificate of Treasurer for October 2014 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The State Appropriated Funds budget at 31 October 2014 totaled \$340,743,496, up \$20,148,482 (6.28%) over the same 2013-2014 period. The year-to-date state appropriated funds expenditures totaled \$100,244,853, up \$709,958 (0.71%) over the same 2013-2014 period and represented 29% of the total budget. The percent of budget expended, 29%, was 4% less than would be expected to be spent on a strict time of budget year expired basis.

Total expenditures for all funds totaled \$239,245,446, up \$7,496,565 (3.23%) over the same 2013-2014 period.

**RECOMMENDATION**

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Certificate of Treasurer for October 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, Authorized invoices and supporting papers have been filed pertaining to those expenditures listed on the attached Certificate of Treasurer; and

WHEREAS, Expenditures listed on the attached Certificate of Treasurer have been reviewed and approved for payment by the USU Controller's Office, Purchasing Department, and other departments; and

WHEREAS, The expenditures listed on the attached Certificate of Treasurer are in accordance with the laws and rules of Utah State University and the State of Utah; and

WHEREAS, The Chief Financial Officer for Utah State University, David T. Cowley, Vice President for Business and Finance, has certified to the best of his knowledge and belief that all expenditures listed on the attached Certificate of Treasurer were legitimate claims against Utah State University and funds were available for payment of said claims; and

WHEREAS, Vice President Cowley requests approval of the listed expenditures by fund for the period 1 October 2014 to 31 October 2014 on the attached Certificate of Treasurer; and

WHEREAS, The President of Utah State University has reviewed the attached Certificate of Treasurer and recommends its approval of those expenditures listed thereon by the Utah State University Board of Trustees; and

WHEREAS, The USU Board of Trustees has reviewed and given due consideration, review, and authorization of the expenditures listed on the attached Certificate of Treasurer;

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Certificate of Treasurer as presented and ratifies the expenditures listed on said Certificate of Treasurer for October 2014.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

\_\_\_\_\_  
Date

## CERTIFICATE OF TREASURER

I, David T. Cowley, Vice President for Business and Finance, of Utah State University, do hereby certify as follows and request approval of the listed expenditures by fund for the period 1 July 2014 to 31 October 2014.

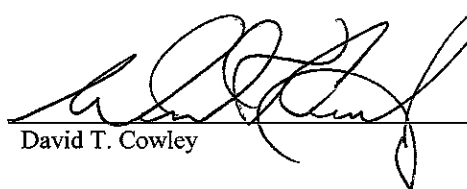
Authorization, invoices, and supporting papers have been filed pertaining to the following enumerated expenditures, which have been reviewed and processed for payment by the Controller's Office, Purchasing Department, and other departments; according to the laws, rules, and regulations of Utah State University and the State of Utah. To the best of my knowledge and belief, all are legitimate claims against Utah State University and funds were available for payment of said claims.

State Appropriated Funds	Budget	Percent of Budget Expended (33% Fiscal Year Expired)	1-Oct-14 31-Oct-14	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
Education and General (Except Athletics)	\$218,029,481	30%	\$16,348,584	66,458,351	\$63,012,686	\$3,445,665	5.47 %
Athletics	\$4,805,903	35%	417,317	1,681,406	1,649,524	31,882	1.93 %
Agricultural Experiment Station	15,263,840	24%	902,775	3,648,250	4,366,027	(717,777)	(16.44) %
UWRL Appropriation	3,545,166	18%	177,069	621,928	598,108	23,820	3.98 %
UWRL Apportionment	5,566,179	20%	257,163	1,125,411	1,127,371	(1,960)	(0.17) %
Tooele - Cont. Ed. Center	13,096,752	29%	902,154	3,738,998	3,761,692	(22,694)	(0.60) %
Educationally Disadvantaged	111,833	13%	871	14,835	1,062	13,773	1,296.89 %
Southeastern Utah - Cont. Ed. Center	2,202,620	31%	147,939	682,711	506,672	176,039	34.74 %
Uintah Basin - Cont. Ed. Center	6,418,218	31%	476,988	2,018,112	2,251,387	(233,275)	(10.36) %
Cooperative Extension	15,196,415	27%	1,015,980	4,147,930	4,451,807	(303,877)	(6.83) %
Brigham City - Cont. Ed. Center	26,095,309	32%	1,280,261	8,294,922	8,306,385	(11,463)	(0.14) %
USTAR	7,550,694	26%	497,110	1,952,010	3,161,574	(1,209,564)	(38.26) %
AWSF - USTAR Funding	100,000	21%	2,498	20,734	670,023	(649,289)	(96.91) %
Price (USU Eastern)	16,090,290	25%	1,015,308	4,010,381	4,092,922	(82,541)	(2.02) %
Blanding Campus (USU Eastern)	4,225,777	31%	290,644	1,295,587	1,078,777	216,810	20.10 %
Educationally Disadvantaged (USU Eastern)	134,742	22%	810	29,557	43,716	(14,159)	(32.39) %
Prehistoric Museum (USU Eastern)	562,184	25%	37,117	142,823	71,371	71,452	100.11 %
Workforce Education (USU Eastern)	1,748,093	21%	81,689	360,907	383,791	(22,884)	(5.96) %
Total State Appropriated Funds	<u>\$340,743,496</u>	29%	<u>\$23,852,277</u>	<u>\$100,244,853</u>	<u>\$99,534,895</u>	<u>\$709,958</u>	0.71 %
Total State Appropriated Funds 2013-2014	<u>\$320,595,014</u>						
Increase from 2013-2014	<u>\$20,148,482</u>						
Percent Increase from 2013-2014	<u>6.28%</u>						

	1-Oct-14 31-Oct-14	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
<u>Other Unrestricted Funds</u>					
Overhead Reimbursement for R & D	\$1,090,158	\$3,801,545	\$3,930,352	(\$128,807)	(3.28) %
Designated	6,447,889	21,345,006	19,162,231	2,182,775	11.39 %
Service Departments	3,927,185	17,232,129	16,220,830	1,011,299	6.23 %
Auxiliary Enterprises (Except Athletics)	2,942,486	12,653,170	13,013,763	(360,593)	(2.77) %
Athletics - USU	2,105,464	7,181,056	5,495,387	1,685,669	30.67 %
	<u>16,513,182</u>	<u>62,212,906</u>	<u>57,822,563</u>	<u>4,390,343</u>	<u>7.59 %</u>
<u>Other Restricted Funds</u>					
Instruction	1,607,290	5,270,714	4,832,603	438,111	9.07 %
Research	5,192,623	18,779,088	17,925,505	853,583	4.76 %
Public Service	3,500,963	12,557,308	13,665,939	(1,108,631)	(8.11) %
Academic Support	333,260	2,049,975	2,158,242	(108,267)	(5.02) %
Student Services	562,074	1,722,507	1,282,167	440,340	34.34 %
Institutional Support	69,711	460,588	419,007	41,581	9.92 %
Operation and Maintenance of Plant	100,279	118,208	82,378	35,830	43.49 %
Scholarships and Fellowships	530,824	26,229,948	25,526,655	703,293	2.76 %
Service Departments	6,314	11,828	7,579	4,249	56.06 %
Auxiliary Enterprises	183,079	386,202	180,661	205,541	113.77 %
	<u>12,086,417</u>	<u>67,586,366</u>	<u>66,080,736</u>	<u>1,505,630</u>	<u>2.28 %</u>
<u>Other Funds</u>					
Plant Funds	4,100,587	7,387,206	7,511,385	(124,179)	(1.65) %
Associated Students	138,539	1,632,504	619,873	1,012,631	163.36 %
Other Agency Funds	82,415	181,611	179,429	2,182	1.22 %
	<u>4,321,541</u>	<u>9,201,321</u>	<u>8,310,687</u>	<u>890,634</u>	<u>10.72 %</u>
Total All Funds	<u>\$56,773,417</u>	<u>\$239,245,446</u>	<u>\$231,748,881</u>	<u>\$7,496,565</u>	<u>3.23 %</u>

2-18-15

Date



David T. Cowley

6 March 2015

**ITEM FOR ACTION**

**RE:** Certificate of Treasurer for November 2014

The Certificate of Treasurer for November 2014 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The State Appropriated Funds budget at 30 November 2014 totaled \$340,866,901, up \$20,271,887 (6.32%) over the same 2013-2014 period. The year-to-date state appropriated funds expenditures totaled \$122,996,196, down \$1,321,558 (1.06%) from the same 2013-2014 period and represented 36% of the total budget. The percent of budget expended, 36%, was 6% less than would be expected to be spent on a strict time of budget year expired basis.

Total expenditures for all funds totaled \$295,267,269, up \$6,039,092 (2.09%) over the same 2013-2014 period.

**RECOMMENDATION**

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Certificate of Treasurer for November 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, Authorized invoices and supporting papers have been filed pertaining to those expenditures listed on the attached Certificate of Treasurer; and

WHEREAS, Expenditures listed on the attached Certificate of Treasurer have been reviewed and approved for payment by the USU Controller's Office, Purchasing Department, and other departments; and

WHEREAS, The expenditures listed on the attached Certificate of Treasurer are in accordance with the laws and rules of Utah State University and the State of Utah; and

WHEREAS, The Chief Financial Officer for Utah State University, David T. Cowley, Vice President for Business and Finance, has certified to the best of his knowledge and belief that all expenditures listed on the attached Certificate of Treasurer were legitimate claims against Utah State University and funds were available for payment of said claims; and

WHEREAS, Vice President Cowley requests approval of the listed expenditures by fund for the period 1 November 2014 to 30 November 2014 on the attached Certificate of Treasurer; and

WHEREAS, The President of Utah State University has reviewed the attached Certificate of Treasurer and recommends its approval of those expenditures listed thereon by the Utah State University Board of Trustees; and

WHEREAS, The USU Board of Trustees has reviewed and given due consideration, review, and authorization of the expenditures listed on the attached Certificate of Treasurer;

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Certificate of Treasurer as presented and ratifies the expenditures listed on said Certificate of Treasurer for November 2014.

=====  
RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

\_\_\_\_\_  
Date

## CERTIFICATE OF TREASURER

I, David T. Cowley, Vice President for Business and Finance, of Utah State University, do hereby certify as follows and request approval of the listed expenditures by fund for the period 1 July 2014 to 30 November 2014.

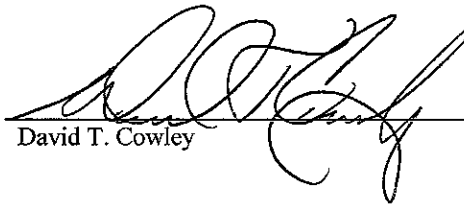
Authorization, invoices, and supporting papers have been filed pertaining to the following enumerated expenditures, which have been reviewed and processed for payment by the Controller's Office, Purchasing Department, and other departments; according to the laws, rules, and regulations of Utah State University and the State of Utah. To the best of my knowledge and belief, all are legitimate claims against Utah State University and funds were available for payment of said claims.

State Appropriated Funds	Budget	Percent of Budget Expended (42% Fiscal Year Expired)	1-Nov-14 30-Nov-14	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
Education and General (Except Athletics)	\$218,151,001	38%	\$15,753,331	82,211,683	\$80,376,422	\$1,835,261	2.28 %
Athletics	\$4,805,903	44%	428,619	2,110,025	2,082,957	27,068	1.30 %
Agricultural Experiment Station	15,263,840	30%	909,853	4,558,103	5,280,187	(722,084)	(13.68) %
UWRL Appropriation	3,545,166	22%	158,034	779,962	748,723	31,239	4.17 %
UWRL Apportionment	5,566,179	25%	261,834	1,387,245	1,380,591	6,654	0.48 %
Tooele - Cont. Ed. Center	13,098,637	33%	633,848	4,372,846	4,523,653	(150,807)	(3.33) %
Educationally Disadvantaged	111,833	22%	9,413	24,248	1,677	22,571	1,345.92 %
Southeastern Utah - Cont. Ed. Center	2,202,620	36%	106,762	789,473	665,992	123,481	18.54 %
Uintah Basin - Cont. Ed. Center	6,418,218	38%	435,581	2,453,693	2,555,324	(101,631)	(3.98) %
Cooperative Extension	15,196,415	34%	959,256	5,107,186	5,370,861	(263,675)	(4.91) %
Brigham City - Cont. Ed. Center	26,095,309	36%	1,050,240	9,345,163	9,476,539	(131,376)	(1.39) %
USTAR	7,550,694	31%	423,770	2,375,779	3,892,516	(1,516,737)	(38.97) %
AWSF - USTAR Funding	100,000	27%	6,174	26,908	816,772	(789,864)	(96.71) %
Price (USU Eastern)	16,090,290	31%	1,056,693	5,067,075	5,124,756	(57,681)	(1.13) %
Blanding Campus (USU Eastern)	4,225,777	41%	418,044	1,713,630	1,376,007	337,623	24.54 %
Educationally Disadvantaged (USU Eastern)	134,742	34%	16,007	45,564	73,571	(28,007)	(38.07) %
Prehistoric Museum (USU Eastern)	562,184	32%	35,919	178,742	91,639	87,103	95.05 %
Workforce Education (USU Eastern)	1,748,093	26%	87,963	448,871	479,567	(30,696)	(6.40) %
Total State Appropriated Funds	<u>\$340,866,901</u>	36%	<u>\$22,751,341</u>	<u>\$122,996,196</u>	<u>\$124,317,754</u>	<u>(\$1,321,558)</u>	(1.06) %
Total State Appropriated Funds 2013-2014	<u>\$320,595,014</u>						
Increase from 2013-2014	<u>\$20,271,887</u>						
Percent Increase from 2013-2014	<u>6.32%</u>						

	1-Nov-14 30-Nov-14	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
<u>Other Unrestricted Funds</u>					
Overhead Reimbursement for R & D	\$891,378	\$4,692,922	\$4,824,786	(\$131,864)	(2.73) %
Designated	6,028,070	27,373,076	26,727,336	645,740	2.42 %
Service Departments	3,729,168	20,961,297	20,212,480	748,817	3.70 %
Auxiliary Enterprises (Except Athletics)	2,787,900	15,441,071	15,732,611	(291,540)	(1.85) %
Athletics - USU	1,870,695	9,051,750	6,984,835	2,066,915	29.59 %
	<u>15,307,211</u>	<u>77,520,116</u>	<u>74,482,048</u>	<u>3,038,068</u>	<u>4.08 %</u>
<u>Other Restricted Funds</u>					
Instruction	1,465,468	6,736,182	6,281,805	454,377	7.23 %
Research	4,502,162	23,281,250	23,173,529	107,721	0.46 %
Public Service	3,241,356	15,798,664	16,742,234	(943,570)	(5.64) %
Academic Support	590,748	2,640,722	2,894,760	(254,038)	(8.78) %
Student Services	355,941	2,078,448	1,579,533	498,915	31.59 %
Institutional Support	164,008	624,596	473,056	151,540	32.03 %
Operation and Maintenance of Plant	17,296	135,505	87,616	47,889	54.66 %
Scholarships and Fellowships	3,576,165	29,806,113	28,964,596	841,517	2.91 %
Service Departments	5,076	16,904	11,206	5,698	50.85 %
Auxiliary Enterprises	78,382	464,584	263,653	200,931	76.21 %
	<u>13,996,602</u>	<u>81,582,968</u>	<u>80,471,988</u>	<u>1,110,980</u>	<u>1.38 %</u>
<u>Other Funds</u>					
Plant Funds	3,743,439	11,130,645	8,911,302	2,219,343	24.90 %
Associated Students	123,480	1,755,984	721,052	1,034,932	143.53 %
Other Agency Funds	99,750	281,360	324,033	(42,673)	(13.17) %
	<u>3,966,669</u>	<u>13,167,989</u>	<u>9,956,387</u>	<u>3,211,602</u>	<u>32.26 %</u>
 Total All Funds	 <u>\$56,021,823</u>	 <u>\$295,267,269</u>	 <u>\$289,228,177</u>	 <u>\$6,039,092</u>	 <u>2.09 %</u>

Z-18-15

Date



David T. Cowley



**ITEM FOR ACTION**

**RE:** Contract/Grant Proposals and Awards (December, 2014)

The summary of the Status of Sponsored Program Awards, prepared by our Sponsored Programs Office for December 2014 is submitted for the Trustees' consideration. They have received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The awards for the month of December 2014 amounted to \$16,182,795 versus \$6,908,569 for December 2013.

The comparative graph, "Utah State University Sponsored Program Awards" indicates that through December 2014 cumulative award dollars were higher (16.2%) than last year for the same time period. Scholarships, fellowships and state appropriations for research are not included in either figure.

The value of proposals submitted increased from \$11,798,503 in December 2013 to \$71,886,519 during December 2014 (509.3%). The total number of current year proposals (769) is more than FY2014 (655).

**RECOMMENDATION**

The President and Vice President for Research recommend that the Board of Trustees approves the contract and grant status report for December 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The attached list of contract/grant proposals and awards (December, 2014) are recommended by the President and the Vice President for Research to the Board of Trustees:

NOW THEREFORE, BE IT NOW RESOLVED, That the USU Board of Trustees hereby approves the recommendation of the President and the Vice President for Research.

**RESOLUTION APPROVED BY BOARD OF TRUSTEES:**

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Date

UTAH STATE UNIVERSITY  
 DIVISION OF SPONSORED PROGRAMS  
 AWARDS BY COLLEGE  
 FOR PERIOD: DECEMBER 2014

FY 2014 - FY 2015

COLLEGE	CURRENT MONTH						CUMULATIVE TOTALS					
	AWARDS DECEMBER 2013	AWARDS DECEMBER 2014	TOTAL \$ CHANGE	# DEC 13	# DEC 14	TOT CHG	AWARDS FY 2014	AWARDS FY 2015	TOTAL \$ CHANGE	# FY 14	# FY 15	TOT CHG
AGRICULTURE	\$ 1,904,793.99	\$ 1,756,587.33	\$ (148,206.66)	9	9	-	\$ 14,283,742.87	\$ 15,286,222.78	\$ 992,479.91	90	83	(7)
ARTS	\$ 5,000.00	\$ 500.00	\$ (4,500.00)	1	1	-	\$ 25,100.00	\$ 52,500.00	\$ 27,400.00	4	3	(1)
BUSINESS	\$ 117,559.00	\$ -	\$ (117,559.00)	2	-	(2)	\$ 235,118.00	\$ -	\$ (235,118.00)	4	-	(4)
CEU	\$ 290,719.51	\$ 138,131.00	\$ (152,588.51)	2	3	1	\$ 2,446,865.51	\$ 2,574,406.40	\$ 127,540.89	13	16	3
EDUCATION	\$ 94,064.00	\$ 300,445.88	\$ 206,381.88	4	17	13	\$ 20,498,639.83	\$ 34,359,994.54	\$ 13,861,354.71	114	125	11
ENGINEERING	\$ (332,936.13)	\$ 760,831.00	\$ 1,093,767.13	11	18	7	\$ 6,919,129.11	\$ 7,562,283.46	\$ 643,154.35	115	119	4
HaSS	\$ 169,844.00	\$ 381,942.00	\$ 212,098.00	2	2	-	\$ 634,756.85	\$ 1,402,763.00	\$ 768,006.15	24	14	(10)
NAT. RESOURCES	\$ 123,527.20	\$ 118,544.04	\$ (4,983.16)	3	6	3	\$ 12,819,940.21	\$ 4,026,865.63	\$ (8,793,074.58)	81	82	1
SCIENCE	\$ 822,897.00	\$ 359,118.00	\$ (463,779.00)	4	3	(1)	\$ 3,538,603.16	\$ 5,398,063.11	\$ 1,859,459.95	40	58	18
ADMIN. SERVICES	\$ 27,798.00	\$ 110,000.00	\$ 82,202.00	1	1	-	\$ 495,427.00	\$ 1,336,779.63	\$ 841,352.63	6	11	5
COOP. EXTENSION	\$ 28,650.00	\$ 7,964,172.00	\$ 7,935,522.00	1	36	35	\$ 2,904,011.87	\$ 9,820,463.00	\$ 6,916,451.13	53	76	23
RCDE	\$ 15,000.00	\$ 150,858.00	\$ 135,858.00	1	1	-	\$ 167,650.00	\$ 405,118.00	\$ 237,468.00	8	8	-
MISCELLANEOUS	\$ 97,100.00	\$ 137,050.00	\$ 39,950.00	2	6	4	\$ 1,212,101.80	\$ 835,747.62	\$ (376,354.18)	35	45	10
<b>CAMPUS TOTALS</b>	<b>\$ 3,364,016.57</b>	<b>\$ 12,178,179.25</b>	<b>\$ 8,814,162.68</b>	<b>43</b>	<b>103</b>	<b>60</b>	<b>\$ 66,191,086.21</b>	<b>\$ 83,061,207.17</b>	<b>\$ 16,870,120.96</b>	<b>587</b>	<b>640</b>	<b>53</b>
<b>USURF TOTALS</b>	<b>\$ 3,515,811.43</b>	<b>\$ 4,004,616.05</b>	<b>\$ 488,804.62</b>	<b>19</b>	<b>19</b>	<b>-</b>	<b>\$ 36,499,648.56</b>	<b>\$ 36,735,200.02</b>	<b>\$ 235,551.46</b>	<b>155</b>	<b>167</b>	<b>12</b>
<b>AWS TOTALS</b>	<b>\$ 28,740.80</b>	<b>\$ -</b>	<b>\$ (28,740.80)</b>	<b>3</b>	<b>-</b>	<b>(3)</b>	<b>\$ 451,874.06</b>	<b>\$ -</b>	<b>\$ (451,874.06)</b>	<b>25</b>	<b>-</b>	<b>(25)</b>
<b>USU GRAND TOTAL</b>	<b>\$ 6,908,568.80</b>	<b>\$ 16,182,795.30</b>	<b>\$ 9,274,226.50</b>	<b>65</b>	<b>122</b>	<b>57</b>	<b>\$ 103,142,608.83</b>	<b>\$ 119,796,407.19</b>	<b>\$ 16,653,798.36</b>	<b>767</b>	<b>807</b>	<b>40</b>
PERCENTAGE OF CHANGE:	DECEMBER DOLLARS 2013 to 2014		DECEMBER NUMBERS 2013 to 2014			CUMULATIVE DOLLARS FY 14 to FY 15		CUMULATIVE NUMBERS FY 14 to FY 15				
CAMPUS	262.01%		139.53%			25.49%		9.03%				
USURF	13.90%		0.00%			0.65%		7.74%				
AWS	-		-			-		-				
<b>USU TOTAL % CHG.</b>	<b>134.24%</b>		<b>87.69%</b>			<b>16.15%</b>		<b>5.22%</b>				

- Notes :** This report no longer includes Scholarship, Fellowship, State Legislative Research, or IOT/FIOT funds.  
 : The Admin. Services line includes Provost, VP for Administrative Affairs, VP for Research & Graduate Studies, and Commercialization & Regional Development.  
 : The Miscellaneous line includes Information Technology, Library Services, Student Services, and University & Community Relations.  
 : On July 1, 2010 Utah State University merged with the College of Eastern Utah (CEU), and their numbers will be reflected in these reports from that date forward.  
 : On July 1, 2010 Departments were removed from the College of HaSS, and were moved to the newly created Caine College of the Arts.  
 : In November of 2011 the Department of Computer Science was moved out of the College of Science and was made a department within the College of Engineering  
 : As of June 2012 this report will include competitively awarded Scholarship and Fellowship Awards

## Selected List of Awards Greater than \$1,000,000.00 from 12-01-2014 to 12-31-2014

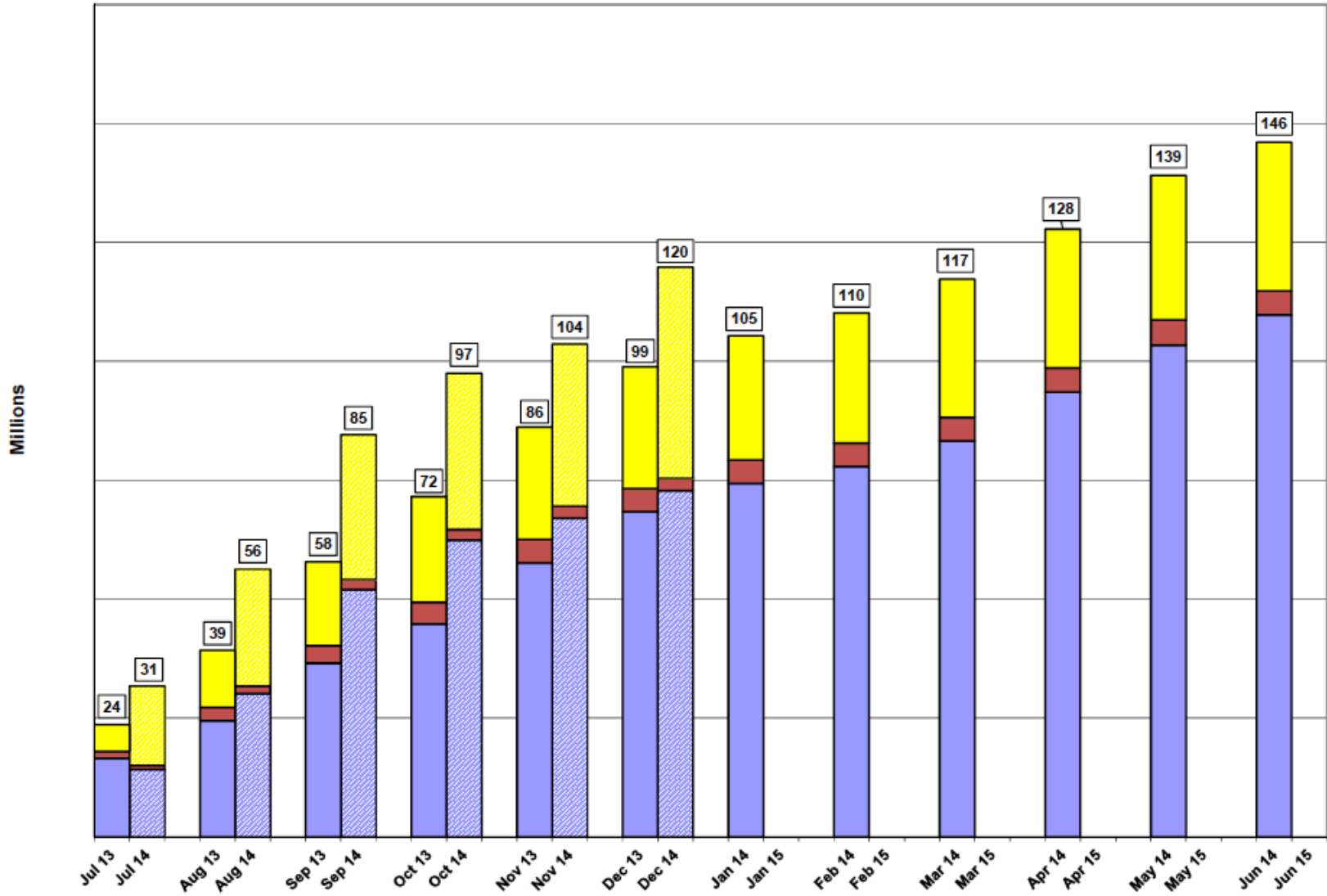
Filters Applied\*: No Filter

### Award # 1

Control Number	150258	Agency	1,309,747.00
Funding Agency	UT Department of Workforce Services	USU	0.00
Flow Through Agency	U.S. Dept. of Ag. - Food and Nutrition Service (FNS)	Total	1,309,747.00
Department	NUTRITION, DIETETICS AND FOOD SCIEN		
College	College of Agriculture		
Admin. Center	Cooperative Extension		
Research Function	Other Assistance		
Principal Investigator(s)	Heidi LEBLANC		
Co-PI(s)			
Period of Performance	10-01-2014 -- 09-30-2015		
Original Award Date	09-25-2014		
Change/Mod Effective Date	12-03-2014		
Program Name	Utah Supplemental Nutrition Assistance Program Education (SNAP-Ed) FY 2015		
Statement	The goal of the Supplemental Nutrition Assistance Program Education (SNAP-Ed) is to improve the likelihood that persons eligible for SNAP will make healthy food choices within their limited budget and choose physically active lifestyles consistent with the current Dietary Guidelines for Americans and MyPlate		
		<b>Agency Total</b>	<b>1,309,747.00</b>
		<b>USU Total</b>	<b>0.00</b>
		<b>Grand Total</b>	<b>1,309,747.00</b>

\* Only awards from the listed filters are included in this report. If you believe that you should have access to information about additional departments, colleges, or research centers, please submit a support request on the Electronic-Office website or email Keith Paskett: Ketih.Paskett@usurf.usu.edu.

## Utah State University Sponsored Program Awards FY 2014 - FY 2015



UTAH STATE UNIVERSITY  
 DIVISION OF SPONSORED PROGRAMS  
 PROPOSALS BY COLLEGE  
 FOR PERIOD: DECEMBER 2014

FY 2014 - FY 2015

COLLEGE	CURRENT MONTH							CUMULATIVE TOTALS					
	PROPOSALS DECEMBER 2013	PROPOSALS DECEMBER 2014	TOTAL \$ CHANGE	# DEC 13	# DEC 14	TOT CHG	PROPOSALS FY 2014	PROPOSALS FY 2015	TOTAL \$ CHANGE	# FY 14	# FY 15	TOT CHG	
AGRICULTURE	\$ 156,818.41	\$ 1,376,179.00	\$ 1,219,360.59	2	9	7	\$ 17,518,979.50	\$ 22,158,869.00	\$ 4,639,889.50	61	73	12	
ARTS	\$ -	\$ -	\$ -	-	-	-	\$ 8,000.00	\$ 1,515,549.00	\$ 1,507,549.00	3	8	5	
BUSINESS	\$ -	\$ 77,000.00	\$ 77,000.00	-	3	3	\$ 25,000.00	\$ 571,495.00	\$ 546,495.00	1	5	4	
CEU	\$ -	\$ 1,729,117.00	\$ 1,729,117.00	-	1	1	\$ 1,508,866.00	\$ 5,310,502.00	\$ 3,801,636.00	11	15	4	
EDUCATION	\$ 375,074.00	\$ 5,630,854.38	\$ 5,255,780.38	4	9	5	\$ 24,152,722.53	\$ 73,122,928.00	\$ 48,970,205.47	74	107	33	
ENGINEERING	\$ 3,947,838.00	\$ 1,230,040.00	\$ (2,717,798.00)	19	27	8	\$ 25,675,454.99	\$ 25,491,427.60	\$ (184,027.39)	141	155	14	
HaSS	\$ 263,828.00	\$ 87,800.00	\$ (176,028.00)	2	-	(2)	\$ 1,246,239.03	\$ 2,000,704.00	\$ 754,464.97	17	14	(3)	
NAT. RESOURCES	\$ 424,878.65	\$ 111,280.55	\$ (313,598.10)	7	5	(2)	\$ 8,368,496.89	\$ 9,776,343.08	\$ 1,407,846.19	68	83	15	
SCIENCE	\$ 1,049,065.00	\$ 168,014.00	\$ (881,051.00)	9	4	(5)	\$ 26,666,058.44	\$ 12,425,216.00	\$ (14,240,842.44)	58	69	11	
ADMIN. SERVICES	\$ 3,090,500.00	\$ 183,620.00	\$ (2,906,880.00)	2	3	1	\$ 3,737,904.43	\$ 846,558.00	\$ (2,891,346.43)	9	9	-	
COOP. EXTENSION	\$ 160,405.20	\$ 742,170.00	\$ 581,764.80	6	5	(1)	\$ 1,690,465.43	\$ 20,758,269.00	\$ 19,067,803.57	36	73	37	
RCDE	\$ 10,638.00	\$ (65,952.00)	\$ (76,590.00)	1	4	3	\$ 98,913.00	\$ 1,434,412.00	\$ 1,335,499.00	6	14	8	
MISCELLANEOUS	\$ 21,700.00	\$ 594,111.00	\$ 572,411.00	2	7	5	\$ 1,326,237.40	\$ 1,357,809.43	\$ 31,572.03	33	37	4	
<b>CAMPUS TOTALS</b>	<b>\$ 9,500,745.26</b>	<b>\$ 11,864,233.93</b>	<b>\$ 2,363,488.67</b>	<b>54</b>	<b>77</b>	<b>23</b>	<b>\$ 112,023,337.64</b>	<b>\$ 176,770,082.11</b>	<b>\$ 64,746,744.47</b>	<b>518</b>	<b>662</b>	<b>144</b>	
<b>USURF TOTALS</b>	<b>\$ 2,297,757.54</b>	<b>\$ 60,022,284.86</b>	<b>\$ 57,724,527.32</b>	<b>13</b>	<b>18</b>	<b>5</b>	<b>\$ 117,980,836.71</b>	<b>\$ 87,202,512.59</b>	<b>\$ (30,778,324.12)</b>	<b>124</b>	<b>107</b>	<b>(17)</b>	
<b>AWS TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 283,121.48</b>	<b>\$ -</b>	<b>\$ (283,121.48)</b>	<b>13</b>	<b>-</b>	<b>(13)</b>	
<b>USU GRAND TOTAL</b>	<b>\$ 11,798,502.80</b>	<b>\$ 71,886,518.79</b>	<b>\$ 60,088,015.99</b>	<b>67</b>	<b>95</b>	<b>28</b>	<b>\$ 230,287,295.83</b>	<b>\$ 263,972,594.70</b>	<b>\$ 33,685,298.87</b>	<b>655</b>	<b>769</b>	<b>114</b>	

PERCENTAGE OF CHANGE:	DECEMBER DOLLARS 2013 to 2014	DECEMBER NUMBERS 2013 to 2014	CUMULATIVE DOLLARS FY 14 to FY 15	CUMULATIVE NUMBERS FY 14 to FY 15
CAMPUS	24.88%	42.59%	57.80%	27.80%
USURF	2512.21%	38.46%	-26.09%	-13.71%
AWS	-	-	-	-
<b>USU TOTAL % CHG.</b>	<b>509.29%</b>	<b>41.79%</b>	<b>14.63%</b>	<b>17.40%</b>

- Notes:** This report no longer includes Scholarship, Fellowship, State Legislative Research, or IOT/FIOT funds.
- : The Admin. Services line includes Provost, VP for Administrative Affairs, VP for Research & Graduate Studies, and Commercialization & Regional Development.
  - : The Miscellaneous line includes Information Technology, Library Services, Student Services, and University & Community Relations.
  - : On July 1, 2010 Utah State University merged with the College of Eastern Utah (CEU), and their numbers will be reflected in these reports from that date forward.
  - : On July 1, 2010 Departments were removed from the College of HaSS, and were moved to the newly created Caine College of the Arts.
  - : In November of 2011 the Department of Computer Science was moved out of the College of Science and was made a department within the College of Engineering.
  - : As of June 2012 this report will include competitively proposed Scholarship and Fellowship Proposals

## Selected List of Proposals Greater than \$1,000,000.00 from 12-01-2014 to 12-31-2014

Filters Applied\*: No Filter

### Proposal # 1: New

Control Number	150530	Agency	\$1,083,408.00
Proposal ID	T00034470 Revision: 0	USU	\$0.00
Funding Agency	U.S. Department of Education (DoED)	Other	\$0.00
Department	COMMUNICATIVE DISORDERS & DEAF EDUC	Total	\$1,083,408.00
College	College of Education & Human Service		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Instruction and Training		
Principal Investigator(s)	DEBORAH GOLOS		
Co-PI(s)	James BLAIR		
Period of Performance	07-01-2015 -- 06-30-2020		
Proposal Date	12-02-2014		
Program Name	Project MAP-ITT: Multiple Approaches Providing Instruction in Teacher Training o		
Statement	This grant proposal is to address the critical shortage of teachers with the proper training for working with students who are deaf and hard of hearing. It will enhance the Bilingual-Bicultural Deaf Education Graduate Training Program at Utah State University and to enable USU to recruit more Deaf and hearing students in the Training Program by offering them stipends and tuition.		

### Proposal # 2: New

Control Number	150532	Agency	\$1,085,225.00
Proposal ID	T00034472 Revision: 0	USU	\$0.00
Funding Agency	U.S. Dept. of Ed. - Office of Special Education Prog. and Projects (OSEP )	Other	\$0.00
Department	COMMUNICATIVE DISORDERS & DEAF EDUC	Total	\$1,085,225.00
College	College of Education & Human Service		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Instruction and Training		
Principal Investigator(s)	Karen MUNOZ		
Co-PI(s)	Karl WHITE, Julie WOLTER		
Period of Performance	07-01-2015 -- 06-30-2020		
Proposal Date	12-03-2014		
Program Name	Personnel Preparation for Audiologists and Speech-language Pathologists Serving		
Statement	There is currently a severe shortage of professionals to work with children who are deaf or hard of hearing. Speech-language pathologists (SLPs) and Audiologists (AuD) will receive financial support to enable them to complete graduate training that emphasizes the use of listening and spoken language skills with young children who are deaf or hard of hearing.		

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**Proposal # 3: New**

Control Number	150535	Agency	\$1,131,950.00
Proposal ID	T00034476 Revision: 0	USU	\$0.00
Funding Agency	U.S. Department of Education (DoED)	Other	\$0.00
Department	SPECIAL EDUCATION & REHABILITATION	Total	\$1,131,950.00
College	College of Education & Human Servic		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Instruction and Training		
Principal Investigator(s)	Robert MORGAN		
Co-PI(s)	Kathleen OERTLE, Timothy RIESEN		
Period of Performance	01-01-2016 -- 12-31-2016		
Proposal Date	12-03-2014		
Program Name	Development and Evaluation of an Interdisciplinary Transition Leadership Grant		
Statement	The purpose of this grant is to train doctoral students to become leaders in interdisciplinary transition services.		

**Proposal # 4: New**

Control Number	150542	Agency	\$1,243,291.00
Proposal ID	T00034486 Revision: 0	USU	\$0.00
Funding Agency	U.S. Department of Education (DoED)	Other	\$0.00
Department	SPECIAL EDUCATION & REHABILITATION	Total	\$1,243,291.00
College	College of Education & Human Servic		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Instruction and Training		
Principal Investigator(s)	Timothy SLOCUM		
Co-PI(s)	Lillian DURAN, Ron GILLAM		
Period of Performance	07-01-2015 -- 06-30-2020		
Proposal Date	12-04-2014		
Program Name	Multidisciplinary Leadership Preparation to Enhance Language and Literacy Outcom		
Statement	The purpose of this project is to support enhancement of the doctoral (Ph.D) program by adding a strand focusing on language and literacy instructions for students with disabilities and support a cohort		



**Proposal # 5: New**

Control Number	150570	Agency	\$2,000,000.00
Proposal ID	T00034527 Revision: 0	USU	\$0.00
Funding Agency	U.S. National Science Foundation (NSF)	Other	\$0.00
Department	USU EASTERN (CEU)	Total	\$2,000,000.00
College	USU Eastern (CEU)		
Research Center	USU Eastern (CEU)		
Research Function	Instruction and Training		
Principal Investigator(s)	Peter IYERE		
Co-PI(s)	Russell GOODRICH, Virgil CALDWELL		
Period of Performance	07-01-2015 -- 06-30-2020		
Proposal Date	12-19-2014		
Program Name	Focusing on Historically Challenging STEM Gateway Courses and Providing Resource		
Statement	The proposed project will: a) Provide purposefully designed activities that will increase the retention and completion rates of underrepresented groups in STEM field; b) Develop institutional capacity to offer Associates degree majors in various STEM areas; c) Provide financial assistance to talented and economically disadvantaged students in rural south-east Utah and d) Establish academic support activities for historically challenging STEM gateway courses that are transferable across a range of disciplines.		

**Proposal # 6: New**

Control Number	S00001571	Agency	\$24,346,423.00
Proposal ID	T00002174 Revision: 0	USU	\$0.00
Funding Agency	Southwest Research Institute (SwRI)	Other	\$0.00
Department	USURF	Total	\$24,346,423.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Jed HANCOCK		
Co-PI(s)			
Period of Performance	08-01-2015 -- 11-30-2022		
Proposal Date	12-11-2014		
Program Name	Sub-Arcsecond Resolution Ultraviolet Explorer (SARUX)		
Statement	The Space Dynamics Laboratory will provide the Sub-Arcsecond Resolution Ultraviolet Explorer (SARUX)UV instrument (SUVI). The SUVI instrument is a 8-band photon-counting, imaging radiometer composed of a glass/composite optical telescope assembly, a UV cross strip photon counting detector assembly, and payload interface electronics.		

**Proposal # 7: New**

Control Number	S00002061	Agency	\$3,074,921.67
Proposal ID	T00002793 Revision: 0	USU	\$0.00
Funding Agency	Naval Research Lab	Other	\$0.00
Department	USURF	Total	\$3,074,921.67
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Burt LAMBORN		
Co-PI(s)			
Period of Performance	02-01-2015 -- 01-31-2016		
Proposal Date	12-15-2014		
Program Name	Naval Research Laboratory (NRL) High Precision Pointing Mirror System (HPPS) Phase II		
Statement	Space Dynamics Laboratory will provide additional risk-reduction efforts to the Naval Research Laboratory for the development of the High Performance Pointing Mirror System.		

**Proposal # 8: New**

Control Number	S00002205	Agency	\$27,499,200.00
Proposal ID	T00003079 Revision: 0	USU	\$0.00
Funding Agency	Air Force Space and Missiles Command	Other	\$0.00
Department	USURF	Total	\$27,499,200.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Kenny REESE		
Co-PI(s)			
Period of Performance	03-01-2015 -- 04-30-2019		
Proposal Date	12-15-2014		
Program Name	Mission Data Processing (MDP) for Wide Field of View (WFOV) Testbed		
Statement	The Space Dynamics Laboratory (SDL) will support the Air Force Space and Missiles Command by developing and implementing the Mission Data Processing Testbed for the Wide Field of View program. SDL will develop software, hardware, algorithms, and provide early on-orbit engineering support and augmented post-launch system capability.		

**Proposal # 9: New**

Control Number	S00002233	Agency	\$2,635,517.00
Proposal ID	T00003039 Revision: 0	USU	\$0.00
Funding Agency	NASA Goddard Space Flight Center	Other	\$0.00
Department	USURF	Total	\$2,635,517.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Jed HANCOCK		
Co-PI(s)			
Period of Performance	02-01-2015 -- 05-31-2016		
Proposal Date	12-19-2014		
Program Name	Space Capable Visible Camera		
Statement	The Space Dynamics Laboratory will design, develop, fabricate, and deliver two engineering models and one proto-flight model of the Vision Sensor Subsystem (VSS) camera for NASA's "RESTORE" mission.		

<b>Agency Total</b>	<b>\$64,099,935.67</b>
<b>USU Total</b>	<b>\$0.00</b>
<b>Other Total</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$64,099,935.67</b>

\* Only proposals from the listed filters are included in this report. If you believe that you should have access to information about additional departments, colleges, or research centers, please submit a support request on the Electronic-Office website or email Keith Paskett: Keith.Paskett@usurf.usu.edu.

**ITEM FOR ACTION**

**RE:** Contract/Grant Proposals and Awards (January, 2015)

The summary of the Status of Sponsored Program Awards, prepared by our Sponsored Programs Office for January 2015 is submitted for the Trustees' consideration. They have received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The awards for the month of January 2015 amounted to \$7,467,049 versus \$17,854,887 for January 2014.

The comparative graph, "Utah State University Sponsored Program Awards" indicates that through January 2015 cumulative award dollars were higher (5.2%) than last year for the same time period. Scholarships, fellowships and state appropriations for research are not included in either figure.

The value of proposals submitted decreased from \$44,800,300 in January 2014 to \$40,470,649 during January 2015 (-9.7%). The total number of current year proposals (889) is more than FY2014 (770).

**RECOMMENDATION**

The President and Vice President for Research recommend that the Board of Trustees approves the contract and grant status report for January 2015.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The attached list of contract/grant proposals and awards (January, 2015) are recommended by the President and the Vice President for Research to the Board of Trustees:

NOW THEREFORE, BE IT NOW RESOLVED, That the USU Board of Trustees hereby approves the recommendation of the President and the Vice President for Research.

**RESOLUTION APPROVED BY BOARD OF TRUSTEES:**

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Date

UTAH STATE UNIVERSITY  
 DIVISION OF SPONSORED PROGRAMS  
 AWARDS BY COLLEGE  
 FOR PERIOD: JANUARY 2015

FY 2014 - FY 2015

COLLEGE	CURRENT MONTH						CUMULATIVE TOTALS					
	AWARDS JANUARY 2014	AWARDS JANUARY 2015	TOTAL \$ CHANGE	# JAN 14	# JAN 15	TOT CHG	AWARDS FY 2014	AWARDS FY 2015	TOTAL \$ CHANGE	# FY 14	# FY 15	TOT CHG
AGRICULTURE	\$ 1,368,733.00	\$ 288,277.69	\$ (1,080,455.31)	2	9	7	\$ 15,662,475.87	\$ 15,574,500.47	\$ (87,975.40)	92	92	-
ARTS	\$ 1,600.00	\$ 102,500.00	\$ 100,900.00	1	2	1	\$ 26,700.00	\$ 155,000.00	\$ 128,300.00	5	5	-
BUSINESS	\$ -	\$ -	\$ -	-	-	-	\$ 235,118.00	\$ -	\$ (235,118.00)	4	-	(4)
CEU	\$ -	\$ 67,954.00	\$ 67,954.00	-	1	1	\$ 2,446,865.51	\$ 2,642,360.40	\$ 195,494.89	13	17	4
EDUCATION	\$ 1,297,660.00	\$ 929,365.01	\$ (368,294.99)	13	9	(4)	\$ 21,796,299.83	\$ 35,289,359.55	\$ 13,493,059.72	127	134	7
ENGINEERING	\$ 475,237.32	\$ 426,283.11	\$ (48,954.21)	13	13	-	\$ 7,394,366.43	\$ 7,988,566.57	\$ 594,200.14	128	132	4
HaSS	\$ -	\$ 81,493.50	\$ 81,493.50	-	2	2	\$ 634,756.85	\$ 1,484,256.50	\$ 849,499.65	24	16	(8)
NAT. RESOURCES	\$ 545,646.92	\$ 334,975.81	\$ (210,671.11)	14	7	(7)	\$ 13,365,587.13	\$ 4,361,841.44	\$ (9,003,745.69)	95	89	(6)
SCIENCE	\$ 663,540.00	\$ 298,440.00	\$ (365,100.00)	8	6	(2)	\$ 4,202,143.16	\$ 5,696,503.11	\$ 1,494,359.95	48	64	16
ADMIN. SERVICES	\$ 196,500.00	\$ (303,259.00)	\$ (499,759.00)	3	2	(1)	\$ 691,927.00	\$ 1,033,520.63	\$ 341,593.63	9	13	4
COOP. EXTENSION	\$ 856,033.00	\$ 2,337,197.00	\$ 1,481,164.00	7	8	1	\$ 3,760,044.87	\$ 12,157,660.00	\$ 8,397,615.13	60	84	24
RCDE	\$ 10,638.00	\$ 5,000.00	\$ (5,638.00)	1	1	-	\$ 178,288.00	\$ 410,118.00	\$ 231,830.00	9	9	-
MISCELLANEOUS	\$ 5,684.80	\$ 249,884.00	\$ 244,199.20	3	6	3	\$ 1,217,786.60	\$ 1,085,631.62	\$ (132,154.98)	38	51	13
<b>CAMPUS TOTALS</b>	<b>\$ 5,421,273.04</b>	<b>\$ 4,818,111.12</b>	<b>\$ (603,161.92)</b>	<b>65</b>	<b>66</b>	<b>1</b>	<b>\$ 71,612,359.25</b>	<b>\$ 87,879,318.29</b>	<b>\$ 16,266,959.04</b>	<b>652</b>	<b>706</b>	<b>54</b>
<b>USURF TOTALS</b>	<b>\$ 12,381,668.37</b>	<b>\$ 2,648,937.42</b>	<b>\$ (9,732,730.95)</b>	<b>23</b>	<b>21</b>	<b>(2)</b>	<b>\$ 48,881,316.93</b>	<b>\$ 39,384,137.44</b>	<b>\$ (9,497,179.49)</b>	<b>178</b>	<b>188</b>	<b>10</b>
<b>AWS TOTALS</b>	<b>\$ 51,945.20</b>	<b>\$ -</b>	<b>\$ (51,945.20)</b>	<b>3</b>	<b>-</b>	<b>(3)</b>	<b>\$ 503,819.26</b>	<b>\$ -</b>	<b>\$ (503,819.26)</b>	<b>28</b>	<b>-</b>	<b>(28)</b>
<b>USU GRAND TOTAL</b>	<b>\$ 17,854,886.61</b>	<b>\$ 7,467,048.54</b>	<b>\$ (10,387,838.07)</b>	<b>91</b>	<b>87</b>	<b>(4)</b>	<b>\$ 120,997,495.44</b>	<b>\$ 127,263,455.73</b>	<b>\$ 6,265,960.29</b>	<b>858</b>	<b>894</b>	<b>36</b>

PERCENTAGE OF CHANGE:	JANUARY DOLLARS 2014 to 2015	JANUARY NUMBERS 2014 to 2015	CUMULATIVE DOLLARS FY 14 to FY 15	CUMULATIVE NUMBERS FY 14 to FY 15
CAMPUS	-11.13%	1.54%	22.72%	8.28%
USURF	-78.61%	-8.70%	-19.43%	5.62%
AWS	-	-	-	-
<b>USU TOTAL % CHG.</b>	<b>-58.18%</b>	<b>-4.40%</b>	<b>5.18%</b>	<b>4.20%</b>

- Notes :** This report no longer includes Scholarship, Fellowship, State Legislative Research, or IOT/FIOT funds.  
 : The Admin. Services line includes Provost, VP for Administrative Affairs, VP for Research & Graduate Studies, and Commercialization & Regional Development.  
 : The Miscellaneous line includes Information Technology, Library Services, Student Services, and University & Community Relations.  
 : On July 1, 2010 Utah State University merged with the College of Eastern Utah (CEU), and their numbers will be reflected in these reports from that date forward.  
 : On July 1, 2010 Departments were removed from the College of HaSS, and were moved to the newly created Caine College of the Arts.  
 : In November of 2011 the Department of Computer Science was moved out of the College of Science and was made a department within the College of Engineering.  
 : As of June 2012 this report will include competitively awarded Scholarship and Fellowship Awards

**Selected List of Awards Greater than  
\$1,000,000.00 from 01-01-2015 to 01-31-2015**

Filters Applied\*: No Filter

**Award # 1**

Control Number	150063	Agency	1,120,797.00
Funding Agency	UT Department of Workforce Services	USU	0.00
Flow Through Agency	U.S. Dept. of Hlth. and Hum. Svcs. - Temporary Assistance to Needy Families (TANF)	Total	1,120,797.00
Department	ADMINISTRATION - EXTENSION		
College	Cooperative Extension (EXT)		
Admin. Center	Cooperative Extension (EXT)		
Research Function	Other Assistance		
Principal Investigator(s)	Brian HIGGINBOTHAM		
Co-PI(s)			
Period of Performance	11-01-2014 -- 10-31-2017		
Original Award Date	11-11-2014		
Change/Mod Effective Date	01-20-2015		
Program Name	Stepfamily Education		
Statement	Families with step-relationship will learn marriage, relationship, and parenting skills.		

**Award # 2**

Control Number	S00002005	Agency	1,018,988.00
Funding Agency	Misc Private Sources	USU	0.00
Flow Through Agency	Misc Federal Sponsors	Total	1,018,988.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Matt CUPAL		
Co-PI(s)			
Period of Performance	07-30-2014 -- 09-30-2015		
Original Award Date	07-30-2014		
Change/Mod Effective Date	01-13-2015		
Program Name	BRRATT		
Statement	THIS PROJECT WILL TRANSFORM OUR SECURITY		

**Award # 3**

Control Number	S12001004	Agency	1,000,000.00
Funding Agency	Naval Research Lab	USU	0.00
Flow Through Agency	Naval Research Lab	Total	1,000,000.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Matt CUPAL		
Co-PI(s)			
Period of Performance	07-03-2012 -- 07-29-2015		
Original Award Date	07-03-2012		
Change/Mod Effective Date	01-16-2015		
Program Name	Naval Research Laboratory (NRL) Intelligence, Surveillance, and Reconnaissance Systems (ISRS) Task Order 0001 - Silverbolt		
Statement	The Space Dynamics Laboratory (SDL) will provide support under the main Naval Research Laboratory (NRL) Intelligence, Surveillance, and Reconnaissance Systems (ISRS) contract for this project.		

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<b>Agency Total</b>	<b>3,139,785.00</b>
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<b>USU Total</b>	<b>0.00</b>
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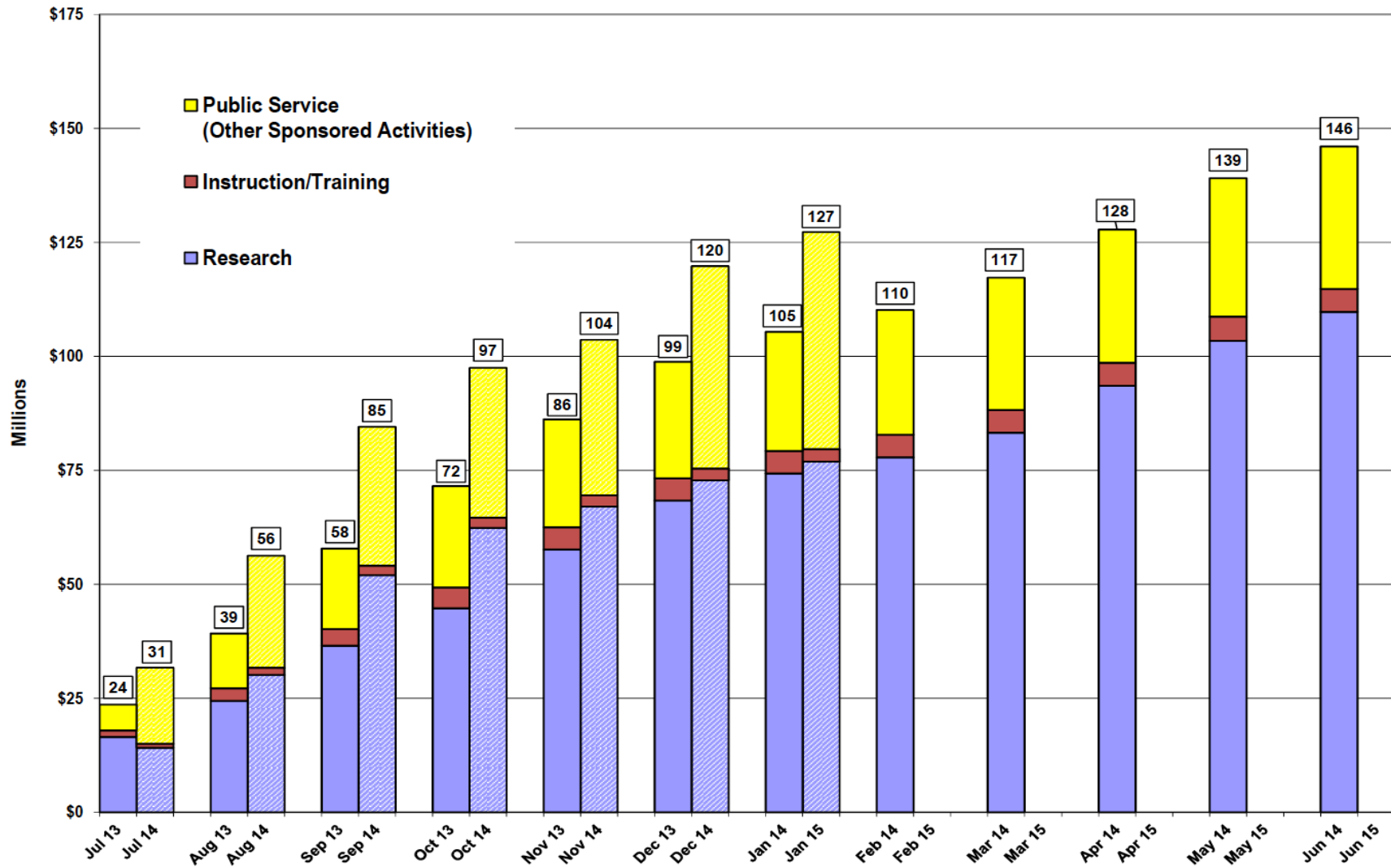
<b>Grand Total</b>	<b>3,139,785.00</b>
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## Utah State University Sponsored Program Awards FY 2014 - FY 2015



UTAH STATE UNIVERSITY  
 DIVISION OF SPONSORED PROGRAMS  
 PROPOSALS BY COLLEGE  
 FOR PERIOD: JANUARY 2015

FY 2014 - FY 2015

COLLEGE	CURRENT MONTH						CUMULATIVE TOTALS					
	PROPOSALS JANUARY 2014	PROPOSALS JANUARY 2015	TOTAL \$ CHANGE	# JAN 14	# JAN 15	TOT CHG	PROPOSALS FY 2014	PROPOSALS FY 2015	TOTAL \$ CHANGE	# FY 14	# FY 15	TOT CHG
AGRICULTURE	\$ 1,746,594.00	\$ 678,455.00	\$ (1,068,139.00)	5	11	6	\$ 19,265,573.50	\$ 22,837,324.00	\$ 3,571,750.50	66	84	18
ARTS	\$ -	\$ -	\$ -	-	-	-	\$ 8,000.00	\$ 1,515,549.00	\$ 1,507,549.00	3	8	5
BUSINESS	\$ -	\$ -	\$ -	-	-	-	\$ 25,000.00	\$ 571,495.00	\$ 546,495.00	1	5	4
CEU	\$ 2,493,770.00	\$ 2,131,130.00	\$ (362,640.00)	3	4	1	\$ 4,002,636.00	\$ 7,441,632.00	\$ 3,438,996.00	14	19	5
EDUCATION	\$ 28,324,109.16	\$ 1,664,537.00	\$ (26,659,572.16)	14	13	(1)	\$ 52,476,831.69	\$ 74,787,465.00	\$ 22,310,633.31	88	120	32
ENGINEERING	\$ 7,013,749.00	\$ 9,309,920.00	\$ 2,296,171.00	34	40	6	\$ 32,689,203.99	\$ 34,801,347.60	\$ 2,112,143.61	175	195	20
HaSS	\$ 114,514.00	\$ 14,526.00	\$ (99,988.00)	3	1	(2)	\$ 1,360,753.03	\$ 2,015,230.00	\$ 654,476.97	20	15	(5)
NAT. RESOURCES	\$ 243,125.00	\$ 1,065,507.00	\$ 822,382.00	4	7	3	\$ 8,611,621.89	\$ 10,841,850.08	\$ 2,230,228.19	72	90	18
SCIENCE	\$ 3,017,907.00	\$ 8,292,893.48	\$ 5,274,986.48	17	15	(2)	\$ 29,683,965.44	\$ 20,718,109.48	\$ (8,965,855.96)	75	84	9
ADMIN. SERVICES	\$ 164,331.00	\$ -	\$ (164,331.00)	4	-	(4)	\$ 3,902,235.43	\$ 846,558.00	\$ (3,055,677.43)	13	9	(4)
COOP. EXTENSION	\$ 785,956.00	\$ 96,718.88	\$ (689,237.12)	4	2	(2)	\$ 2,476,421.43	\$ 20,854,987.88	\$ 18,378,566.45	40	75	35
RCDE	\$ -	\$ -	\$ -	-	-	-	\$ 98,913.00	\$ 1,434,412.00	\$ 1,335,499.00	6	14	8
MISCELLANEOUS	\$ 8,400.00	\$ 585,209.00	\$ 576,809.00	2	12	10	\$ 1,334,637.40	\$ 1,943,018.43	\$ 608,381.03	35	49	14
<b>CAMPUS TOTALS</b>	<b>\$ 43,912,455.16</b>	<b>\$ 23,838,896.36</b>	<b>\$ (20,073,558.80)</b>	<b>90</b>	<b>105</b>	<b>15</b>	<b>\$ 155,935,792.80</b>	<b>\$ 200,608,978.47</b>	<b>\$ 44,673,185.67</b>	<b>608</b>	<b>767</b>	<b>159</b>
<b>USURF TOTALS</b>	<b>\$ 887,844.55</b>	<b>\$ 16,631,752.96</b>	<b>\$ 15,743,908.41</b>	<b>25</b>	<b>15</b>	<b>(10)</b>	<b>\$ 118,868,681.26</b>	<b>\$ 103,834,265.55</b>	<b>\$ (15,034,415.71)</b>	<b>149</b>	<b>122</b>	<b>(27)</b>
<b>AWS TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 283,121.48</b>	<b>\$ -</b>	<b>\$ (283,121.48)</b>	<b>13</b>	<b>-</b>	<b>(13)</b>
<b>USU GRAND TOTAL</b>	<b>\$ 44,800,299.71</b>	<b>\$ 40,470,649.32</b>	<b>\$ (4,329,650.39)</b>	<b>115</b>	<b>120</b>	<b>5</b>	<b>\$ 275,087,595.54</b>	<b>\$ 304,443,244.02</b>	<b>\$ 29,355,648.48</b>	<b>770</b>	<b>889</b>	<b>119</b>
<b>PERCENTAGE OF CHANGE:</b>	<b>JANUARY DOLLARS 2014 to 2015</b>			<b>JANUARY NUMBERS 2014 to 2015</b>			<b>CUMULATIVE DOLLARS FY 14 to FY 15</b>			<b>CUMULATIVE NUMBERS FY 14 to FY 15</b>		
CAMPUS	-45.71%			16.67%			28.65%			26.15%		
USURF	1773.27%			-40.00%			-12.65%			-18.12%		
AWS	-			-			-			-		
<b>USU TOTAL % CHG.</b>	<b>-9.66%</b>			<b>4.35%</b>			<b>10.67%</b>			<b>15.45%</b>		

**Notes :** This report no longer includes Scholarship, Fellowship, State Legislative Research, or IOT/FIOT funds.  
 : The Admin. Services line includes Provost, VP for Administrative Affairs, VP for Research & Graduate Studies, and Commercialization & Regional Development.  
 : The Miscellaneous line includes Information Technology, Library Services, Student Services, and University & Community Relations.  
 : On July 1, 2010 Utah State University merged with the College of Eastern Utah (CEU), and their numbers will be reflected in these reports from that date forward.  
 : On July 1, 2010 Departments were removed from the College of HaSS, and were moved to the newly created Caine College of the Arts.  
 : In November of 2011 the Department of Computer Science was moved out of the College of Science and was made a department within the College of Engineering.  
 : As of June 2012 this report will include competitively proposed Scholarship and Fellowship Proposals

## Selected List of Proposals Greater than \$1,000,000.00 from 01-01-2015 to 01-31-2015

Filters Applied\*: No Filter

### Proposal # 1: New

Control Number	150606	Agency	\$1,294,524.00
Proposal ID	T00034570 Revision: 0	USU	\$0.00
Funding Agency	UT Sys. of High. Ed. - University of Utah	Other	\$0.00
Department	PSYCHOLOGY	Total	\$1,294,524.00
College	College of Ed. & Human Svc. (ED)		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Sponsored Research-Basic		
Principal Investigator(s)	Joann TSCHANZ		
Co-PI(s)	Ron MUNGER, Christopher CORCORAN		
Period of Performance	10-01-2015 -- 09-30-2020		
Proposal Date	01-12-2015		
Program Name	Utah Alliance for Alzheimer#s Disease		
Statement	This project will be a collaborative grant to examine biomarkers of AD in Downs Syndrome		

### Proposal # 2: New

Control Number	150611	Agency	\$2,898,115.00
Proposal ID	T00034577 Revision: 0	USU	\$0.00
Funding Agency	U.S. National Science Foundation (NSF)	Other	\$0.00
Department	GEOLOGY	Total	\$2,898,115.00
College	College of Science (SCI)		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Sponsored Research-Basic		
Principal Investigator(s)	MARY HUBBARD		
Co-PI(s)	Mark KOVEN, Robert SCHMIDT, ROBERT DAVIES		
Period of Performance	07-01-2015 -- 06-30-2020		
Proposal Date	01-13-2015		
Program Name	Transformation through Integration: interdisciplinary campus-wide engagement in		
Statement	This proposal will improve the scientific literacy of undergraduate students and will enhance their understanding of the societal relevance of STEM topics through by transforming how faculty present STEM topics in both STEM and non-STEM classes. Through the topic of sustainability and climate change, faculty will participate in professional development on the topic of evidencebased pedagogy and interdisciplinary approaches to teaching. Faculty will also participate in the development of online interdisciplinary teaching resources.		

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**Proposal # 3: New**

Control Number	150647	Agency	\$1,727,605.00
Proposal ID	T00034616 Revision: 0	USU	\$0.00
Funding Agency	U.S. Department of Education (DoED)	Other	\$0.00
Department	Student Services	Total	\$1,727,605.00
College	USU Eastern-Blanding		
Research Center	USU Eastern (USU-E)		
Research Function	Instruction and Training		
Principal Investigator(s)	Garth WILSON		
Co-PI(s)			
Period of Performance	09-01-2015 -- 08-31-2020		
Proposal Date	01-27-2015		
Program Name	Student Support Services		
Statement	Provide academic support to first generation and low income students to increase academic good standing, persistence, graduation, and transfer rates.		

**Proposal # 4: New**

Control Number	150661	Agency	\$1,474,972.00
Proposal ID	T00034632 Revision: 0	USU	\$0.00
Funding Agency	U.S. National Science Foundation (NSF)	Other	\$0.00
Department	BIOLOGY	Total	\$1,474,972.00
College	College of Science (SCI)		
Research Center	Univ. Research and Training (UR&T)		
Research Function	Sponsored Research-Basic		
Principal Investigator(s)	Randolph V. LEWIS		
Co-PI(s)			
Period of Performance	08-01-2015 -- 07-31-2019		
Proposal Date	01-28-2015		
Program Name	DMREF: Collaborative Research: Designing New Spider Silk Materials		
Statement	New ways to design spider silk proteins.		

**Proposal # 5: New**

Control Number	150668	Agency	\$1,668,985.00
Proposal ID	T00034639 Revision: 0	USU	\$0.00
Funding Agency	U.S. Dept. of Hlth. and Hum. Svcs. - National Institutes of Health (NIH)	Other	\$0.00
Department	CHEMISTRY & BIOCHEMISTRY	Total	\$1,668,985.00
College	College of Science (SCI)		
Research Center	Sci.,Tech.,Eng.,Ed. & Math.(STE2M)		
Research Function	Sponsored Research-Basic		
Principal Investigator(s)	Sean JOHNSON		
Co-PI(s)			
Period of Performance	07-01-2015 -- 06-27-2020		
Proposal Date	01-28-2015		
Program Name	Characterization of Mtr4-mediated interactions		
Statement	This proposal seeks to obtain a detailed biochemical and structural description of how Mtr4 interacts with RNA substrates and protein factors involved in eukaryotic RNA processing and surveillance pathways.		

**Proposal # 6: New**

Control Number	S00002179	Agency	\$2,990,993.88
Proposal ID	T00002949 Revision: 0	USU	\$0.00
Funding Agency	Naval Research Lab	Other	\$0.00
Department	USURF	Total	\$2,990,993.88
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Burt LAMBORN		
Co-PI(s)			
Period of Performance	04-01-2015 -- 01-31-2016		
Proposal Date	01-23-2015		
Program Name	Naval Research Laboratory (NRL) Optical Telescope Assembly (OTA) Phase II		
Statement	Space Dynamics Laboratory will provide further risk reduction efforts for Naval Research Laboratory Optical Telescope Assembly program.		

**Proposal # 7: New**

Control Number	S00002219	Agency	\$2,279,800.00
Proposal ID	T00003013 Revision: 0	USU	\$0.00
Funding Agency	Naval Research Lab	Other	\$0.00
Department	USURF	Total	\$2,279,800.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Glen WADA		
Co-PI(s)			
Period of Performance	03-01-2015 -- 03-31-2016		
Proposal Date	01-09-2015		
Program Name	FY 15 Interim Virtualized Imagery Processing Capability (VIP-C) Tasks		
Statement	Space Dynamics Laboratory will provide software and hardware upgrades and modifications to the Virtualized Imagery Processing Capability (VIP-C) as required and requested by the Air Force.		

**Proposal # 8: New**

Control Number	S00002253	Agency	\$1,798,675.00
Proposal ID	T00003061 Revision: 0	USU	\$0.00
Funding Agency	Applied Technology Associates Aerospace	Other	\$0.00
Department	USURF	Total	\$1,798,675.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	David ANDERSON		
Co-PI(s)			
Period of Performance	07-01-2015 -- 09-30-2015		
Proposal Date	01-06-2015		
Program Name	Small Satellite Portfolio (SSP)		
Statement	The Space Dynamics Laboratory will provide engineering support to the Air Force Research Laboratory (AFRL) Small Satellite Portfolio (SSP) through the Applied Technology Associates (ATA-Aerospace) STRIVE contract Task Order 0003.		

**Proposal # 9: New**

Control Number	S00490008	Agency	\$8,674,250.00
Proposal ID	T00002971 Revision: 0	USU	\$0.00
Funding Agency	Misc Federal Sponsors	Other	\$0.00
Department	USURF	Total	\$8,674,250.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Teresa JENSEN		
Co-PI(s)			
Period of Performance	03-01-2015 -- 05-15-2016		
Proposal Date	01-23-2015		
Program Name	Remote Global GEOINT (Geospatial Intelligence) Ground (RG3) Task Order (TO) 8 - Marine Corps Fiscal Year (FY) 15-16		
Statement	This program is for Space Dynamics Laboratory to procure and maintain hardware, provide software development, sustainment, help desk and on-site Program Management Office (PMO) contractor support for the Distributed Common Ground Surface System - Marine Corps (DCGS-MC).		

<b>Agency Total</b>	<b>\$24,807,919.88</b>
<b>USU Total</b>	<b>\$0.00</b>
<b>Other Total</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$24,807,919.88</b>

\* Only proposals from the listed filters are included in this report. If you believe that you should have access to information about additional departments, colleges, or research centers, please submit a support request on the Electronic-Office website or email Keith Paskett: [Keith.Paskett@usurf.usu.edu](mailto:Keith.Paskett@usurf.usu.edu).

### **ITEM FOR ACTION**

**RE:** Delegation/Administrative Reports – 11/24/14 to 12/29/14

Utah State University has been given authority by the Division of Facilities Construction and Management (DFCM) to exercise direct supervision of the design and construction of all alterations, repairs, and improvements to existing facilities on individual projects with budgets of less than \$4 million. The supervision of new construction can also be delegated to USU on a project-by-project basis and can exceed the \$4 million amount. As part of the delegation authority, administrative reports are prepared by USU and presented to the Utah State Building Board at each of its meetings. The monthly format of USU's reports is similar to that of the DFCM's reports presenting professional and construction contracts issued during the reporting period, contingency and project reserves status, and a delegated projects list showing budget and status. On a quarterly basis, additional reports are prepared showing contingency fund cumulative transfers, a summary of the statewide (paving) account, and a construction contract status. The Board of Regents has transferred its authority to review the delegation/administrative reports to the Board of Trustees.

The reports have received the appropriate administrative review and approval.

### **EXECUTIVE SUMMARY**

The following is a summary of the administrative reports for USU for the period 11/24/14 to 12/29/14.

**Professional Contracts, 3 contracts issued** (Page 1)

Comments are provided on the report.

**Construction Contracts, 11 contracts issued** (Page 2)

Comments are provided on the report.

**Report of Contingency Reserve Fund** (Page 3)

Two projects needed funds from the contingency reserve during this reporting period. The contingency fund is in good order.

**Report of Project Reserve Fund Activity** (Page 4)

Four projects contributed to the project reserve fund and one project needed funds from the project reserve fund during this reporting period. The project reserve fund is in good order.

**Current Delegated Projects List** (Pages 5-6)

Of USU's 55 projects, 9 are pending, 6 are in the design/study phase, 33 are in construction, 2 are substantially complete and 5 are complete. The five projects that were completed during this period were Classroom Auditorium Upgrade FY13, Concrete Replacement FY14, OM Masonry Restoration FY15, Sign System FY13, and TSC Chiller Replacement.

### **RECOMMENDATION**

The President and Vice President for Business and Finance recommend that the delegation/administrative reports for the current reporting period be approved as presented.



**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The Utah Legislature appropriates state funds through the Division of Facilities Construction and Management to Utah State University for the purpose of capital improvements; and

WHEREAS, The Division of Facilities Construction and Management has delegated its authority to exercise direct supervision of the design and construction of such capital improvements to Utah State University; and

WHEREAS, Non-state funded projects with budgets of less than \$4 million are also delegated to Utah State University; and

WHEREAS, Projects in excess of \$4 million can also be delegated to Utah State University with specific approval of the Utah State Building board; and

WHEREAS, Utah State University presents reports on the status of all its delegated projects to the Utah State Building Board on a regular basis; and

WHEREAS, The State Board of Regents has transferred its authority to review the delegation/ administrative reports to the Board of Trustees; and

WHEREAS, The President and Vice President for Business and Finance have reviewed the delegation/ administrative reports for the current reporting period and recommend approval of the reports to the Board of Trustees; and

WHEREAS, The Board of Trustees has reviewed and given due consideration to the delegation/ administrative reports:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the delegation/ administrative reports as presented.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

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Date

## Professional Contracts Awarded From 11/24/14 to 12/29/14

Contract Name	Firm Name	A/E Budget	Fee Amount	Comments
1 Animal Science HVAC Upgrade 2014	Sine Source	\$12,567.00	\$3,950.00	Electrical engineering
2 Classroom/Auditorium Upgrades FY14	USU Facilities Planning and Design	\$16,068.00	\$194.00	Engr 103 projector modifications
MISCELLANEOUS CONTRACTS				
3 Planning and Design FY15	Johansen & Tuttle Engineering	\$114,875.00	\$15,500.00	Mapping/drafting of USUE Price Campus

## Construction Contracts Awarded From 11/24/14 to 12/29/14

Project	Firm Name	Design Firm	Const Budget	Contract Amt	Comments
1 Morgan Theater Upgrade	Raymond Construction	CRSA	\$1,230,184.00	\$1,255,779.00	Bid reserve used to award contract
2 Animal Science HVAC Upgrade 2014	Raymond Construction	Sine Source	\$134,833.00	\$134,833.00	HVAC system upgrades for Animal Science Building
3 Eccles Conf Ctr Auditorium Upgrade	USU Information Technology	Spectrum Engineers	\$493,280.00	\$101,737.00	Equipment/switches for upgrade
4 Health, LS, Code, Asbestos FY15	USU Facilities Operations	USU Facilities Planning and Design	\$130,137.00	\$7,263.00	Replace fire separation doors in Fine Arts Hallway
5 Health, LS, Code, Asbestos FY15	USU Facilities Operations	USU Facilities Planning and Design	\$130,137.00	\$5,360.00	Install Exit device/leverlocks in Education 413, 413E, 487, 487C
6 Health, LS, Code, Asbestos FY15	Redd Mechanical Corp	USU Facilities Planning and Design	\$130,137.00	\$4,865.00	Replace sprinkler heads in Tech. building on Blanding campus
7 Classroom/Auditorium Upgrades FY14	USU Facilities Operations	USU Facilities Planning and Design	\$282,129.00	\$2,420.00	Engineering 103 projector modifications
8 Equine Education Center Classroom	USU Facilities Operations	Axis Architects	\$733,203.00	\$2,222.00	USU ASSA key system for new Equine Education Center
9 Equine Education Center Classroom	USU Facilities Operations	Axis Architects	\$733,203.00	\$665.00	Signage for Equine Education Center
<b>MISCELLANEOUS CONTRACTS</b>					
10 Eccles Conf Ctr Auditorium Upgrade	Cache Valley Electric		\$493,280.00	\$16,400.00	AV Controller/Equipment
11 Health, LS, Code, Asbestos FY15	Eagle Environmental		\$130,137.00	\$873.00	Business 420 floor tile abatement

## Report of Contingency Reserve Fund From 11/24/14 to 12/29/14

Project Title	Current Transfers	Total Transfers To (From) Contingency	% to Construction Budget	Project Status	% Completed (Paid)
<b>BEGINNING BALANCE</b>	<b>\$739,229.38</b>				
<b>INCREASES TO CONTINGENCY RESERVE FUND</b>					
NONE					
<b>DECREASES FROM CONTINGENCY RESERVE FUND</b>					
<b>BNR Fire Protection Upg Phase 3</b> (Changes to flashing/fan/fire alarm plan)	(5,121.00)	(5,121.00)	0.77%	Construction	59.92%
<b>Access Control FY15</b> (Remove 2 ADA openers/reinstall after new entrances are installed in BNR building)	(530.00)	(530.00)	0.97%	Construction	0.00%
<b>ENDING BALANCE</b>	<b>\$733,578.38</b>				

## Report of Project Reserve Fund Activity From 11/24/14 to 12/29/14

Project Title	Transfer Amount	Description	% of Construction Budget
<b>BEGINNING BALANCE</b>	<b>\$231,330.81</b>		
<b>INCREASES TO PROJECT RESERVE FUND</b>			
Concrete Replacement FY14	16,730.31	Close Project	7.42%
Classroom Auditorium Upg FY13	3,478.15	Close Project	0.91%
Sign System FY13	2,576.33	Close Project	5.56%
OM Masonry Restoration FY15	1,242.86	Close Project	0.69%
<b>DECREASES TO PROJECT RESERVE FUND</b>			
Morgan Theatre Upgrade	(25,595.00)	Construction	2.04%
<b>ENDING BALANCE</b>	<b>\$229,763.46</b>		

## Current Delegated Projects List 12/29/2014

Project Number	Project Name	Phase	Project Budget
<b>CAPITAL DEVELOPMENT/IMPROVEMENT</b>			
A24858	Building Commissioning FY12	Commissioning	190,991
A26681	Medium Voltage Upgrades FY13	Construction	258,273
A27146	Campus Controls Upgrade FY13	Construction	245,098
A27147	Campus-wide Bike Racks FY13	Construction	54,074
A27148	Classroom Auditorium Upg FY13	Complete	298,243
A27150	Emergency Generator FY13	Substantial Completion	320,195
A27152	FAV Cooling	Construction	1,532,572
A27157	Planning & Design Fund FY13	Design/Study	103,180
A27158	Sign System FY13	Complete	46,498
A28857	Equine Education Center Classroom	Construction	857,964
A28909	Kent Concert Hall Entry Replacement	Construction	2,244,929
A28997	NFS Kitchen 243/208 Remodel	Construction	400,000
A28999	Building Commissioning FY14	Commissioning	196,296
A29000	Campus Controls Upgrade FY14	Construction	245,098
A29001	Classroom/Auditorium Upgrades FY14	Construction	308,965
A29002	Concrete Replacement FY14	Complete	273,932
A29003	Elevator Upgrades FY14	Construction	294,396
A29004	Emergency Generator FY14	Construction	250,000
A29005	Health, LS, Code, Asbestos FY14	Construction	148,205
A29006	Medium Voltage Upgrades FY14	Pending	343,637
A29007	Misc Critical Improvements FY14	Construction	249,979
A29008	Moab ADA Upgrades	Construction	243,054
A29010	Parking Lot Paving FY14	Construction	835,284
A29011	Planning and Design FY14	Design/Study	148,000
A29012	Sign System FY14	Construction	51,036
A29792	TSC Chiller Replacement	Complete	313,885
A30033	Sant Lab 004 Remodel	Substantial Completion	118,501
A30458	Matthew Hillyard Photovoltaic Array	Construction	235,819
A30560	Innovation Campus Water Line	Construction	185,000
A30682	Tooele Admin Office Remodel	Construction	271,002
A31318	1200 E Ealk Way Improvements	Pending	874,046
A31319	Access Control FY15	Construction	63,483

A31320	BNR Fire Protection Upg Phase 3	Construction	673,189
A31321	Classroom/Auditorium Upgrade FY15	Pending	275,847
A31322	Concrete Replacement FY15	Construction	303,265
A31323	Eccles Conf Ctr Auditorium Upgrade	Construction	506,480
A31324	Elevator Upgrades FY15	Pending	366,133
A31325	Emergency Generator FY15	Pending	229,872
A31326	Fine Arts Center Roofing	Construction	440,286
A31327	Health, LS, Code, Asbestos FY15	Construction	137,637
A31328	HVAC Controls Upgrade FY15	Pending	228,311
A31329	Medium Voltage Upgrade FY15	Pending	460,460
A31330	Morgan Theater Upgrade	Construction	1,421,029
A31331	OM Masonry Restoration FY15	Complete	195,257
A31332	Old Main Reroof	Design	114,919
A31333	Planning and Design FY15	Design/Study	114,875
A31334	Sign System FY15	Construction	46,009
A31335	Site & Safety Lighting	Design	322,525
A32688	Roosevelt Ed Ctr Controls Upg	Construction	120,004
A32689	Animal Sci HVAC Upg 2014	Construction	160,884
A33054	UB Nursing Lab Remodel	Design	129,520
C11368	USUE Mechanical/Lighting upgrade	Construction	877,397
C11375	USUE Library Concrete Replacement	Construction	297,173
C11461	USUE Infrastructure/Automation Upgrade	Pending	461,857
C11508	USUE Career Center Upgrades	Pending	834,234
<b>TOTAL (55)</b>			<u><u>\$20,918,798</u></u>

06 March 2015

**ITEM FOR ACTION**

**RE:** Faculty and Staff Adjustments

The attached faculty and staff adjustments are submitted for the Trustees consideration. They have received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The faculty and staff adjustments include two (2) changes in title or assignment.

**RECOMMENDATION**

The President and Provost recommend that the Board of Trustees approve the attached faculty and staff adjustments.



**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The President and the Provost recommend that the Board of Trustees approve two (2) changes in title or assignment.

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approve the recommendation of the faculty and staff adjustments.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

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Date

**Faculty and Staff Adjustments**

**a. Change in Title or Assignment**

**Office of the Executive Vice President and Provost**

David R. Woolstenhulme, Associate Vice Provost and Executive Director of Academic and Instructional Services, Office of the Executive Vice President and Provost, to be Vice Provost of the same; effective 1 January 2015. Change in salary to \$135,000/12-month.

**Jon M. Huntsman School of Business**

Douglas D. Anderson, Professor of Management and Dean of the Jon M. Huntsman School of Business, to also be the Jon M. Huntsman Chair of the same; effective 1 January 2015. Change in salary to \$304,600/12-month.

**ITEM FOR ACTION**

**RE: Report of Investments for October 2014**

The Report of Investments for October 2014 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

This set of investment reports presents investment activity for October 2014 and comparative year-to-date totals for FY 2014-2015 and FY 2013-2014.

**CASH MANAGEMENT INVESTMENT POOL**

The average daily fair value invested during October 2014 was \$295,151,015, down \$2,665,144 from September 2014. Total investment income was \$1,791,340, up \$2,369,937 over September 2014, reflecting the decrease in the amount available for investing and an increase in total investment return. The annualized total investment return was 7.28%, up 9.61% over September 2014.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$290,705,117, up \$5,848,883 (2.05%) over FY 2013-2014. Total interest income for FY 2014-2015 amounted to \$1,842,832, down \$673,133 (26.75%) from FY 2013-2014, reflecting an increase in the amount available for investing and a decrease in interest rates.

The total amount invested at 31 October 2014 was \$292,309,524, up \$2,595,808 (0.90%) over 31 October 2013.

**ENDOWMENT POOL**

The average daily fair value invested during October 2014 was \$134,383,072, up \$772,247 over September 2014. Interest and dividend income of \$162,628 minus net realized losses of \$10,126 totaled \$152,502 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$133,602,608, up \$15,614,945 (13.23%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$1,245,095, up \$1,124,333 (931.03%) over FY 2013-2014. This increase resulted from \$13,189 less in interest and dividends and \$1,137,522 more net realized gains during FY 2014-2015.

The total amount invested at 31 October 2014 was \$136,247,864, up \$13,692,205 (11.17%) over 31 October 2013.

## OTHER INVESTMENTS

The average daily fair value invested during October 2014 was \$82,715,798, up \$2,388,958 over September 2014. Interest and dividend income of \$266,621 minus net realized losses of \$80,880 totaled \$185,741 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$71,860,816, up \$27,048,134 (60.36%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$597,413, down \$108,379 (15.36%) from FY 2013-2014. This decrease resulted from \$243,616 more in interest and dividend income and \$351,995 less in net realized gains during FY 2014-2015.

The total amount invested at 31 October 2014 was \$83,006,770, up \$35,459,631 (74.58%) over 31 October 2013.

## ENDOWMENT TRUSTS

The average daily fair value invested during October 2014 was \$6,691,939 down \$144,357 from September 2014. Interest and dividend income of \$29,387 minus net realized losses of \$9,213 totaled \$20,174 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$6,805,911, down \$1,367,033 (16.73%) from FY 2013-2014. Total realized income for FY 2014-2015 was \$140,805, down \$253,966 (64.33%) from FY 2013-2014. This decrease resulted from \$8,298 more interest and dividend income and \$262,264 less net realized gains during FY 2014-2015.

The total amount invested at 31 October 2014 was \$6,695,820, down \$1,736,671 (20.59%) from 31 October 2013.

## PLANT FUND TRUSTS

The average daily fair value invested during October 2014 was \$35,019,163, down \$1,770,250 from September 2014. Interest income totaled \$32,778 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$36,035,977, up \$9,066,518 (33.62%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$131,513, up \$47,211 (56.00%) over FY 2013-2014. This increase reflects the increased amount available for investing and an increase in the rate of return.

The total amount invested at 31 October 2014 was \$35,085,175, down \$11,784,023 (25.14%) from 31 October 2013.

## SUMMARY OF INVESTMENT TRANSACTIONS

The University's average daily fair value invested for the month of October was \$553,960,987. Purchases totaled \$29,351,242 and sales totaled \$37,982,254. From this activity the University realized net losses of \$100,219 and earnings of \$935,517.

## RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Report of Investments for October 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The attached Report of Investments containing authorized transactions, documentation, and supporting papers has been filed for review by the Board of Trustees pertaining to the investment activities; and

WHEREAS, The investment transactions listed on the attached Report of Investments have been approved by the USU Controller's Office; and

WHEREAS, The investment activities listed on the attached Report of Investments are in accordance with the Utah State Money Management Act, the rules of the Utah State Money Management Council, the Utah State Uniform Prudent Management of Institutional Funds Act, and the laws and rules of Utah State University and the State of Utah; and

WHEREAS, The Chief Financial Officer for Utah State University, David T. Cowley, Vice President for Business and Finance, has certified to the best of his knowledge and belief all investment transactions listed on the attached Report of Investments were made in accordance with the guidelines, rules, and laws; and

WHEREAS, Vice President Cowley requests approval of the attached Report of Investments for the period 1 October 2014 to 31 October 2014 and comparative year-to-date totals for the periods 1 July 2014 to 31 October 2014 and 1 July 2013 to 31 October 2013; and

WHEREAS, The President of Utah State University has reviewed the attached report and recommends its approval by the Utah State University Board of Trustees; and

WHEREAS, The USU Board of Trustees has reviewed and given due consideration, review, and authorization of the investment transactions listed on the attached Report of Investments for the period 1 October 2014 to 31 October 2014 and comparative year-to-date totals for the periods 1 July 2014 to 31 October 2014 and 1 July 2013 to 31 October 2013;

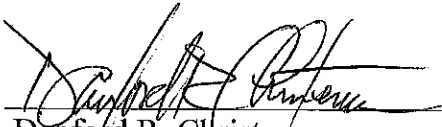
NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Report of Investments as presented and ratifies the transactions listed on said Report of Investments for October 2014.

=====  
RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

\_\_\_\_\_  
Date

UTAH STATE UNIVERSITY  
REPORT OF INVESTMENTS  
OCTOBER 2014

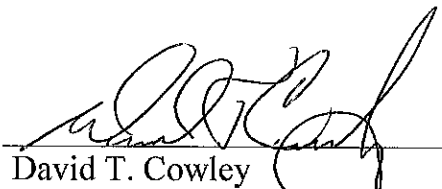
The following schedules (A through E2) provide a report of the University's Investments. To the best of my knowledge, Utah State University is in compliance with the Utah State Money Management Act and the rules of the Utah State Money Management Council and the Utah State Uniform Prudent Management of Institutional Funds Act.



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Danford R. Christensen  
Controller

2-10-15  
Date



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David T. Cowley  
Vice President for Business and Finance

2-12-15  
Date

UTAH STATE UNIVERSITY  
CASH MANAGEMENT INVESTMENT POOL  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule A-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest Income	Less Service Charges	Net Interest Income
Jul 2014	\$275,112,783	\$12,984,743	\$15,000,000	\$44,270	\$273,141,796	\$286,670,634	\$503,888	\$199	\$503,689
Aug 2014	273,141,796	60,000,000	44,335,000	2,983,706	291,790,502	283,182,660	461,223	(55)	461,278
Sep 2014	291,790,502	35,184,000	25,000,000	(1,012,215)	300,962,287	297,816,159	433,618	175	433,443
Oct 2014	300,962,287	5,000,000	15,000,000	1,347,237	292,309,524	295,151,015	444,103	1,088	443,015
Nov 2014									
Dec 2014									
Jan 2015									
Feb 2015									
Mar 2015									
Apr 2015									
May 2015									
Jun 2015									

Comparative Totals:

Year-to-date									
FY 2014-15	\$275,112,783	\$113,168,743	\$99,335,000	\$3,362,998	\$292,309,524	\$290,705,117	\$1,842,832	\$1,407	\$1,841,425
FY 2013-14	263,139,812	89,683,746	61,035,000	(2,074,842)	289,713,716	284,856,234	2,515,965	2,031	2,513,934
Amt Change					2,595,808	5,848,883	(673,133)	(624)	(672,509)
% Change					0.90%	2.05%	-26.75%	-30.72%	-26.75%

Note: The Cash Management Investment Pool includes cash of all funds over estimated daily operating requirements.



UTAH STATE UNIVERSITY  
CASH MANAGEMENT INVESTMENT POOL  
SUMMARY OF INVESTMENT TRANSACTIONS AND PERFORMANCE  
For the Month of October 2014

Schedule A-2

	Purchases	Sales		Earnings	Change in Fair Value	Total Investment Income	Average Daily Fair Value	Annualized Total Investment Return
		Cost	Receipts					
Miscellaneous				\$33		\$33	\$0	0.00%
Money Market Account				4,585		4,585	11,100,000	0.50%
Utah Public Treasurers' Investment Fund		\$3,000,000	\$3,000,000	15,322		15,322	37,196,774	0.49%
Commercial Paper and Corporate Notes				28,716	(\$68,861)	(40,145)	41,775,393	-1.15%
Obligations of U. S. Government	\$5,000,000	12,000,000	12,000,000	332,307	1,357,829	1,690,136	188,783,548	10.74%
Municipal Bonds				63,140	58,270	121,410	16,295,300	8.94%
Total	<u>\$5,000,000</u>	<u>\$15,000,000</u>	<u>\$15,000,000</u>	<u>\$444,103</u>	<u>\$1,347,237</u>	<u>\$1,791,340</u>	<u>\$295,151,015</u>	7.28%



UTAH STATE UNIVERSITY  
 ENDOWMENT POOL  
 SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule B-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
*Jul 2014	\$133,500,784	\$1,244,185	\$1,104,204	(\$1,326,305)	\$132,314,460	\$132,907,622	\$196,333	(\$9,165)	\$187,168	\$0	\$187,168
Aug 2014	132,314,460	3,225,809	3,028,487	2,191,587	134,703,369	133,508,915	142,844	(7,670)	135,174	1,875	133,299
Sep 2014	134,703,369	6,325,256	5,966,006	(2,544,339)	132,518,280	133,610,825	364,352	405,899	770,251	5,102	765,149
Oct 2014	132,518,280	8,495,572	6,135,343	1,369,355	136,247,864	134,383,072	162,628	(10,126)	152,502	8,699	143,803
Nov 2014											
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											

Comparative Totals:

Year-to-date											
FY 2014-15	\$133,500,784	\$19,290,822	\$16,234,040	(\$309,702)	\$136,247,864	\$133,602,608	\$866,157	\$378,938	\$1,245,095	\$15,676	\$1,229,419
FY 2013-14	115,390,366	86,735,289	85,409,257	5,839,261	122,555,659	117,987,663	879,346	(758,584)	120,762	36,291	84,471
Amt Change					13,692,205	15,614,945	(13,189)	1,137,522	1,124,333	(20,615)	1,144,948
% Change					11.17%	13.23%	-1.50%	149.95%	931.03%	-56.80%	1355.43%

Note: The Endowment Pool includes endowment funds designated for long-term investment. Included in this pool are endowment funds invested in the University's Cash Management Investment Pool (CMIP) consisting of \$12,567,797 principal beginning balance, a \$14,864,754 ending balance, and a \$14,827,827 average daily balance for the current month. Current month interest and dividends from the CMIP were \$22,330 bringing the total to \$84,518 year-to-date. These amounts have also been reported in Schedules A-1 and A-2.

\*The July beginning fair value has been adjusted to reflect the amount distributed to expendable accounts at fiscal year end.

UTAH STATE UNIVERSITY  
SUMMARY OF ENDOWMENT POOL TRANSACTIONS  
For the Month of October 2014

Schedule B-2  
Page 1 of 1

Endowment Pool Transactions	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
Cash Management Investment Pool							
Utah State University		\$2,283,327		\$8,699	\$8,699	\$0	\$22,330
CMP Interest		22,330					
Fixed Income funds							
Longfellow		358,370		540,240	530,114	(10,126)	25,593
Wells Fargo							
High Yield Bond Fund							46,013
Paydenfunds - Emerging Markets Bond Fund	925.727	13,044					13,044
Alternatives							
Commonfund							
CEP VII		5,000		33,586	33,586	0	
CNR VIII		22,500		13,041	13,041	0	
CNR IX		37,500					
Constitution Capital							
Ironsides Co-Investment Fund III				193,160	193,160	0	
Ironsides Partnership Fund III				71,789	71,789	0	
Pinehurst Institutional Ltd.							
Corbin	1,292.148	2,000,000					
Woodbury							
Woodbury Strategic Partners Fund, L.P.							55,647
Money Market Funds							
Advantage Cash #451 - 05374002				1,835,583	1,835,583	0	
Advantage Cash #451 - 05374004		512,238		340,494	340,494	0	1
Accrued Income / Other							
05374002							
Cash		1,995,032		2,133,690	2,133,690	0	
Wells Fargo - SPY				44,132	44,132	0	
Wells Fargo - High Yield		46,013		21,379	21,379	0	
Wells Fargo - MM				1	1	0	
Ironsides Co-Investment Fund III		193,160					
Ironsides Partnership Fund III		71,789					
05374004							
Cash		909,147		871,136	871,136	0	
Interest Accrual		26,122		38,539	38,539	0	
Payable							
Total Endowment Pool Transactions		\$8,495,572		\$6,145,469	\$6,135,343	(\$10,126)	\$162,628

UTAH STATE UNIVERSITY  
OTHER INVESTMENTS  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule C-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income
Jul 2014	\$54,409,537	\$5,141,387	\$694,520	(\$774,972)	\$58,081,432	\$56,245,485	\$191,515	\$2,907	\$194,422
Aug 2014	58,081,432	23,032,498	2,854,491	(30,586)	78,228,853	68,155,143	214,792	2,990	217,782
Sep 2014	78,228,853	22,451,410	16,863,082	(1,392,355)	82,424,826	80,326,840	261,679	(262,211)	(532)
Oct 2014	82,424,826	14,656,727	14,646,882	572,099	83,006,770	82,715,798	266,621	(80,880)	185,741
Nov 2014									
Dec 2014									
Jan 2015									
Feb 2015									
Mar 2015									
Apr 2015									
May 2015									
Jun 2015									
<hr/> <hr/>									
Comparative Totals:									
Year-to-date									
FY 2014-15	\$54,409,537	\$65,282,022	\$35,058,975	(\$1,625,814)	\$83,006,770	\$71,860,816	\$934,607	(\$337,194)	\$597,413
FY 2013-14	43,529,901	6,162,227	3,155,206	1,010,217	47,547,139	44,812,682	690,991	14,801	705,792
Amt Change					35,459,631	27,048,134	243,616	(351,995)	(108,379)
% Change					74.58%	60.36%	35.26%	-2378.18%	-15.36%

UTAH STATE UNIVERSITY  
SUMMARY OF OTHER INVESTMENT TRANSACTIONS  
For the Month of October 2014

Schedule C-2  
Page 1 of 2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
<u>Other Investments</u>						
Corporate Bonds and Notes						
U.S. Treasury Bond						\$689
U.S. West Communications						60
Common and Preferred Stock						
Morgan Stanley Smith Barney						
Frontier Communications Corp			385.000	\$2,447	\$2,328	(\$119)
General Electric	317.000	\$8,017	317.000	8,017	7,883	(134)
Royce Pennsylvania Mutal Fund Investment Class			884.000	12,279	12,272	(7)
SEI Large Cap Value A	396.000	9,932	396.000	9,932	9,852	(80)
SEI S&P 500 Index	18.000	932	18.000	932	923	(9)
SEI Large Cap Growth A	722.000	23,941	722.000	23,941	23,827	(114)
SEI Institutional Managed Trust	111.000	1,570	111.000	1,570	1,583	13
Stancorp Financial Group			278.000	17,592	17,363	(229)
Verizon Communications			1,607.000	79,723	78,929	(794)
Wells Fargo & Co	935.000	48,517	935.000	48,517	48,462	(55)
Utah Public Treasurers'						
Investment Fund		344				344
Fixed Income						
Wells Fargo						
Federal Farm Credit Bank			20,000.000	2,000,000	1,921,580	(78,420)
Equity Commonwealth Preferred	30,000.000	678,750				
Cobank ACB 6.125% Pfd	13,000.000	1,235,000				
Qwest Corp	20,000.000	494,400				
Wells Fargo Advisors						
Qwest Corporation			20,000.000	498,406	494,400	(4,006)
Morgan Stanley - Earnings						3,832
Wells Fargo - Earnings						184,554
Mutual Funds						
Commonfund						
CEU Title III						
Multi-Strategy Bond			88.880	1,005	1,337	332
Multi-Strategy Equity			11.966	733	3,475	2,742
Alternatives						
Morgan Stanley Smith Barney						
MS Opp Mortgage Inc Fund						33,063
TriCor						
Inland America Real Estate Trust						785

UTAH STATE UNIVERSITY  
SUMMARY OF OTHER INVESTMENT TRANSACTIONS  
For the Month of October 2014

Schedule C-2  
Page 2 of 2

	Purchases		Sales		Gain/(Loss)	Earnings	
	Shares	Cost	Shares	Cost			Receipts
<u>Other Investments</u>							
Alternatives (continued)							
Woodbury							
Woodbury Strategic Partners Fund						\$18,549	
Money Market / Cash							
Morgan Stanley Bank N.A.		\$33,063					
Wells Fargo - Cash		6,737,756		\$7,172,672	\$7,172,672	\$0	
Wells Fargo - Money Market		2,429,961		4,653,127	4,653,127	0	
Wells Fargo Advisors - Cash		498,406		758	758	0	
Receivable / In Transit / Unsettled Purchases							
Morgan Stanley - Unsettled Purchases		730,996					
Morgan Stanley - Receivable		36,895		33,062	33,062	0	
Wells Fargo - Receivable		184,559		163,049	163,049	0	
Wells Fargo - Payable		1,500,000					
U.S. Treasury Bond		3,688					
Total Other Investments		<u>\$14,656,727</u>		<u>\$14,727,762</u>	<u>\$14,646,882</u>	<u>(\$80,880)</u>	<u>\$266,621</u>

UTAH STATE UNIVERSITY  
 ENDOWMENT TRUSTS  
 SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule D-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
Jul 2014	\$6,933,646	\$23,424	\$53,691	(\$167,062)	\$6,736,317	\$6,834,982	\$27,270	\$514	\$27,784	\$595	\$27,189
Aug 2014	6,736,317	471,057	449,327	226,487	6,984,534	6,860,426	29,111	25,666	54,777	(30)	54,807
Sep 2014	6,984,534	241,991	203,977	(334,490)	6,688,058	6,836,296	27,926	10,144	38,070	(28)	38,098
Oct 2014	6,688,058	963,111	947,414	(7,935)	6,695,820	6,691,939	29,387	(9,213)	20,174	997	19,177
Nov 2014											
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											
<hr/> <hr/>											

Comparative Totals:

Year-to-date											
FY 2014-15	\$6,933,646	\$1,699,583	\$1,654,409	(\$283,000)	\$6,695,820	\$6,805,911	\$113,694	\$27,111	\$140,805	\$1,534	\$139,271
FY 2013-14	8,074,460	2,519,814	2,588,858	427,075	8,432,491	8,172,944	105,396	289,375	394,771	7,468	387,303
Amt Change					(1,736,671)	(1,367,033)	8,298	(262,264)	(253,966)	(5,934)	(248,032)
% Change					-20.59%	-16.73%	7.87%	-90.63%	-64.33%	-79.46%	-64.04%

Note: Endowment Trusts include externally managed endowment trusts.



UTAH STATE UNIVERSITY  
SUMMARY OF ENDOWMENT TRUST INVESTMENT TRANSACTIONS  
For the Month of October 2014

Schedule D-2  
Page 1 of 1

	Purchases		Sales			Gain/(Loss)	Earnings
	Shares	Cost	Shares	Cost	Receipts		
<b>Endowment Trusts</b>							
Common and Preferred Stock							
American Capital Agency	20,500.000	\$466,303					
Firstenergy Corp			13,300.000	\$472,073	\$462,886	(\$9,187)	
Vanguard 500 Index Fund - Sign Fd 1340			61.051	7,509	7,509	0	
Vanguard 500 Index Fund - Adm #540	50.432	7,509					
Vanguard 500 Index Fund - Sign Fd 1340			61.041	7,507	7,507	0	
Vanguard 500 Index Fund - Adm #540	50.424	7,507					
Funds held at Morgan Stanley - Dividends							\$28,868
Funds held at Wells Fargo - Dividends							4
Mutual Funds							
Federated Total Return Bond Fund	10.324	114					114
Metropolitan West Total Return Bond Fund	4.370	47					47
Wells Fargo Advantage Core Bond Fund	7.571	96	101.038	1,305	1,292	(13)	96
Federated Total Return Bond Fund	10.322	114					114
Metropolitan West Total Return Bond Fund	4.370	47					47
Wells Fargo Advantage Core Bond Fund	7.570	95	101.023	1,305	1,292	(13)	95
Funds held at Wells Fargo - Dividends							
Money Market & Cash Funds							
Morgan Stanley Bank N.A.		476,261		466,303	466,303	0	2
Morgan Stanley - Cash		2,400					
Wells Fargo #451		1,309		313	313	0	
Wells Fargo #451		1,309		312	312	0	
<b>Total Endowment Trusts</b>		<b>\$963,111</b>		<b>\$956,627</b>	<b>\$947,414</b>	<b>(\$9,213)</b>	<b>\$29,387</b>

UTAH STATE UNIVERSITY  
PLANT FUND TRUSTS  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule E-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest Income	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
Jul 2014	\$36,208,787	\$25,129	\$71,429	(\$2,047)	\$36,160,440	\$36,158,288	\$32,918		\$32,918		\$32,918
Aug 2014	36,160,440	12,063	0	140,730	36,313,233	36,177,043	32,940		32,940		32,940
Sep 2014	36,313,233	3,353,397	3,605,079	(15,464)	36,046,087	36,789,413	32,877		32,877		32,877
Oct 2014	36,046,087	235,832	1,252,615	55,871	35,085,175	35,019,163	32,778		32,778		32,778
Nov 2014											
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											

Comparative Totals:

Year-to-date

FY 2014-15	\$36,208,787	\$3,626,421	\$4,929,123	\$179,090	\$35,085,175	\$36,035,977	\$131,513	\$0	\$131,513	\$0	\$131,513
FY 2013-14	3,208,438	96,905,329	53,156,655	(87,914)	46,869,198	26,969,459	84,302	0	84,302	0	84,302
Amt Change					(11,784,023)	9,066,518	47,211	0	47,211	0	47,211
% Change					-25.14%	33.62%	56.00%	0.00%	56.00%	0.00%	56.00%

Note: Plant Fund Trusts include all debt service reserve and construction fund accounts in compliance with bond issue covenants.

UTAH STATE UNIVERSITY  
SUMMARY OF PLANT TRUST INVESTMENT TRANSACTIONS  
For the Month of October 2014

Schedule E-2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
<u>Plant Trusts</u>						
Wells Fargo						
Build America Bonds						\$8,499
Federal National Mortgage Association						4,708
Federal Home Loan Bank						1,960
Riverton City Bonds						5,688
Heritage Money Market		\$50,995				
Cash		73,420		\$1,175,645	\$1,175,645	\$0
Utah Public Treasurers' Investment Fund		111,417		76,970	76,970	0
		<u>\$235,832</u>		<u>\$1,252,615</u>	<u>\$1,252,615</u>	<u>\$0</u>
Total Plant Trusts		<u>\$235,832</u>		<u>\$1,252,615</u>	<u>\$1,252,615</u>	<u>\$0</u>
						<u>\$32,778</u>

**ITEM FOR ACTION**

**RE: Report of Investments for November 2014**

The Report of Investments for November 2014 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

This set of investment reports presents investment activity for November 2014 and comparative year-to-date totals for FY 2014-2015 and FY 2013-2014.

**CASH MANAGEMENT INVESTMENT POOL**

The average daily fair value invested during November 2014 was \$298,194,026, up \$3,043,011 over October 2014. Total investment income was \$1,449,050, down \$342,290 from October 2014, reflecting the increase in the amount available for investing and a decrease in total investment return. The annualized total investment return was 5.83%, down 1.45% from October 2014.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$292,202,899, up \$7,111,789 (2.49%) over FY 2013-2014. Total interest income for FY 2014-2015 amounted to \$2,276,222, down \$756,581 (24.95%) from FY 2013-2014, reflecting an increase in the amount available for investing and a decrease in interest rates.

The total amount invested at 30 November 2014 was \$278,325,184, up \$1,939,989 (0.70%) over 30 November 2013.

**ENDOWMENT POOL**

The average daily fair value invested during November 2014 was \$136,803,571, up \$2,420,499 over October 2014. Interest and dividend income of \$170,598 minus net realized losses of \$15,367 totaled \$155,231 in realized income/loss for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$134,242,801, up \$15,205,310 (12.77%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$1,400,326, up \$1,095,315 (359.11%) over FY 2013-2014. This increase resulted from \$28,840 less in interest and dividends and \$1,124,155 more net realized gains during FY 2014-2015.

The total amount invested at 30 November 2014 was \$137,359,277, up \$13,441,328 (10.85%) over 30 November 2013.

## OTHER INVESTMENTS

The average daily fair value invested during November 2014 was \$83,547,533, up \$831,735 over October 2014. Interest and dividend income of \$226,699 minus net realized losses of \$90,835 totaled \$135,864 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$74,198,159, up \$28,812,524 (63.48%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$733,277, down \$132,111 (15.27%) from FY 2013-2014. This decrease resulted from \$312,972 more in interest and dividend income and \$445,083 less in net realized gains during FY 2014-2015.

The total amount invested at 30 November 2014 was \$84,088,295, up \$36,280,538 (75.89%) over 30 November 2013.

## ENDOWMENT TRUSTS

The average daily fair value invested during November 2014 was \$6,619,443 down \$72,496 from October 2014. Interest and dividend income of \$29,348 plus net realized gains of \$105,338 totaled \$134,686 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$6,768,617, down \$1,458,368 (17.73%) from FY 2013-2014. Total realized income for FY 2014-2015 was \$275,491, down \$128,316 (31.78%) from FY 2013-2014. This decrease resulted from \$13,068 more interest and dividend income and \$141,384 less net realized gains during FY 2014-2015.

The total amount invested at 30 November 2014 was \$6,543,066, down \$1,910,740 (22.60%) from 30 November 2013.

## PLANT FUND TRUSTS

The average daily fair value invested during November 2014 was \$36,308,738, up \$1,289,575 over October 2014. Interest income totaled \$32,889 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2014-2015 was \$36,090,529, up \$4,591,217 (14.58%) over FY 2013-2014. Total realized income for FY 2014-2015 was \$164,402, up \$23,311 (16.52%) over FY 2013-2014. This increase reflects the increased amount available for investing and an increase in the rate of return.

The total amount invested at 30 November 2014 was \$37,730,105, down \$14,046,418 (27.13%) from 30 November 2013.

## SUMMARY OF INVESTMENT TRANSACTIONS

The University's average daily fair value invested for the month of November was \$561,473,311. Purchases totaled \$28,269,829 and sales totaled \$40,239,367. From this activity the University realized net losses of \$864 and earnings of \$892,924.

## RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Report of Investments for November 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The attached Report of Investments containing authorized transactions, documentation, and supporting papers has been filed for review by the Board of Trustees pertaining to the investment activities; and

WHEREAS, The investment transactions listed on the attached Report of Investments have been approved by the USU Controller's Office; and

WHEREAS, The investment activities listed on the attached Report of Investments are in accordance with the Utah State Money Management Act, the rules of the Utah State Money Management Council, the Utah State Uniform Prudent Management of Institutional Funds Act, and the laws and rules of Utah State University and the State of Utah; and

WHEREAS, The Chief Financial Officer for Utah State University, David T. Cowley, Vice President for Business and Finance, has certified to the best of his knowledge and belief all investment transactions listed on the attached Report of Investments were made in accordance with the guidelines, rules, and laws; and

WHEREAS, Vice President Cowley requests approval of the attached Report of Investments for the period 1 November 2014 to 30 November 2014 and comparative year-to-date totals for the periods 1 July 2014 to 30 November 2014 and 1 July 2013 to 30 November 2013; and

WHEREAS, The President of Utah State University has reviewed the attached report and recommends its approval by the Utah State University Board of Trustees; and

WHEREAS, The USU Board of Trustees has reviewed and given due consideration, review, and authorization of the investment transactions listed on the attached Report of Investments for the period 1 November 2014 to 30 November 2014 and comparative year-to-date totals for the periods 1 July 2014 to 30 November 2014 and 1 July 2013 to 30 November 2013;


NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Report of Investments as presented and ratifies the transactions listed on said Report of Investments for November 2014.

=====  
RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

\_\_\_\_\_  
Date

UTAH STATE UNIVERSITY  
REPORT OF INVESTMENTS  
NOVEMBER 2014


The following schedules (A through E2) provide a report of the University's Investments. To the best of my knowledge, Utah State University is in compliance with the Utah State Money Management Act and the rules of the Utah State Money Management Council and the Utah State Uniform Prudent Management of Institutional Funds Act.



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Danford R. Christensen  
Controller

2-10-15  
Date



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David T. Cowley  
Vice President for Business and Finance

2-12-15  
Date



UTAH STATE UNIVERSITY  
CASH MANAGEMENT INVESTMENT POOL  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule A-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest Income	Less Service Charges	Net Interest Income
Jul 2014	\$275,112,783	\$12,984,743	\$15,000,000	\$44,270	\$273,141,796	\$286,670,634	\$503,888	\$199	\$503,689
Aug 2014	273,141,796	60,000,000	44,335,000	2,983,706	291,790,502	283,182,660	461,223	(55)	461,278
Sep 2014	291,790,502	35,184,000	25,000,000	(1,012,215)	300,962,287	297,816,159	433,618	175	433,443
Oct 2014	300,962,287	5,000,000	15,000,000	1,347,237	292,309,524	295,151,015	444,103	1,088	443,015
Nov 2014	292,309,524	0	15,000,000	1,015,660	278,325,184	298,194,026	433,390	1,265	432,125
Dec 2014									
Jan 2015									
Feb 2015									
Mar 2015									
Apr 2015									
May 2015									
Jun 2015									
<hr/> <hr/>									
Comparative Totals:									
Year-to-date									
FY 2014-15	\$275,112,783	\$113,168,743	\$114,335,000	\$4,378,658	\$278,325,184	\$292,202,899	\$2,276,222	\$2,672	\$2,273,550
FY 2013-14	263,139,812	105,683,746	89,035,000	(3,403,363)	276,385,195	285,091,110	3,032,803	2,365	3,030,438
Amt Change					1,939,989	7,111,789	(756,581)	307	(756,888)
% Change					0.70%	2.49%	-24.95%	12.98%	-24.98%

Note: The Cash Management Investment Pool includes cash of all funds over estimated daily operating requirements.

UTAH STATE UNIVERSITY  
 CASH MANAGEMENT INVESTMENT POOL  
 SUMMARY OF INVESTMENT TRANSACTIONS AND PERFORMANCE  
 For the Month of November 2014

Schedule A-2

	Purchases	Sales		Earnings	Change in Fair Value	Total Investment Income	Average Daily Fair Value	Annualized Total Investment Return
		Cost	Receipts					
Money Market Account				\$4,301		\$4,301	\$11,100,000	0.46%
Utah Public Treasurers' Investment Fund		\$5,000,000	\$5,000,000	13,727		13,727	32,933,333	0.50%
Commercial Paper and Corporate Notes				27,789	(\$34,293)	(6,504)	41,775,393	-0.19%
Obligations of U. S. Government		10,000,000	10,000,000	326,469	986,274	1,312,743	196,090,000	8.03%
Municipal Bonds				61,104	63,679	124,783	16,295,300	9.19%
Total	<u>\$0</u>	<u>\$15,000,000</u>	<u>\$15,000,000</u>	<u>\$433,390</u>	<u>\$1,015,660</u>	<u>\$1,449,050</u>	<u>\$298,194,026</u>	5.83%

UTAH STATE UNIVERSITY  
SUMMARY OF CASH MANAGEMENT INVESTMENT POOL TRANSACTIONS  
For the Month of November 2014

Schedule A-3

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
<u>Cash Management Investment Pool</u>							
Money Market Account						4,301	
Utah Public Treasurers' Investment Fund				\$5,000,000	\$5,000,000	\$0	13,727
Commercial Paper & Corporate Notes							27,789
Obligations of U. S. Government				10,000,000	10,000,000	0	326,469
Municipal Bonds							61,104
Total Cash Management Investment Pool		<u>\$0</u>		<u>\$15,000,000</u>	<u>\$15,000,000</u>	<u>\$0</u>	<u>\$433,390</u>

UTAH STATE UNIVERSITY  
 ENDOWMENT POOL  
 SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule B-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
*Jul 2014	\$133,500,784	\$1,244,185	\$1,104,204	(\$1,326,305)	\$132,314,460	\$132,907,622	\$196,333	(\$9,165)	\$187,168	\$0	\$187,168
Aug 2014	132,314,460	3,225,809	3,028,487	2,191,587	134,703,369	133,508,915	142,844	(7,670)	135,174	1,875	133,299
Sep 2014	134,703,369	6,325,256	5,966,006	(2,544,339)	132,518,280	133,610,825	364,352	405,899	770,251	5,102	765,149
Oct 2014	132,518,280	8,495,572	6,135,343	1,369,355	136,247,864	134,383,072	162,628	(10,126)	152,502	8,699	143,803
Nov 2014	136,247,864	6,597,018	6,431,857	946,252	137,359,277	136,803,571	170,598	(15,367)	155,231	(3,227)	158,458
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											

Comparative Totals:

Year-to-date

FY 2014-15	\$133,500,784	\$25,887,840	\$22,665,897	\$636,550	\$137,359,277	\$134,242,801	\$1,036,755	\$363,571	\$1,400,326	\$12,449	\$1,387,877
FY 2013-14	115,390,366	90,192,326	88,665,864	7,001,121	123,917,949	119,037,491	1,065,595	(760,584)	305,011	40,830	264,181
Amt Change					13,441,328	15,205,310	(28,840)	1,124,155	1,095,315	(28,381)	1,123,696
% Change					10.85%	12.77%	-2.71%	-147.80%	359.11%	-69.51%	425.35%

Note: The Endowment Pool includes endowment funds designated for long-term investment. Included in this pool are endowment funds invested in the University's Cash Management Investment Pool (CMIP) consisting of \$14,864,754 principal beginning balance, a \$15,189,111 ending balance, and a \$15,163,325 average daily balance for the current month. Current month interest and dividends from the CMIP were \$22,060 bringing the total to \$106,578 year-to-date. These amounts have also been reported in Schedules A-1 and A-2.

\*The July beginning fair value has been adjusted to reflect the amount distributed to expendable accounts at fiscal year end.

UTAH STATE UNIVERSITY  
SUMMARY OF ENDOWMENT POOL TRANSACTIONS  
For the Month of November 2014

Schedule B-2  
Page 1 of 1

Endowment Pool Transactions	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
Cash Management Investment Pool							
Utah State University		\$310,961		\$8,665	\$8,665	\$0	\$22,060
CMP Interest		22,060					
Equity funds							
RhumbLine QSI Index			121.066	1,525	1,875	350	
Fixed Income funds							
Longfellow		527,294		383,740	368,023	(15,717)	24,456
Wells Fargo							
High Yield Bond Fund							35,227
Paydenfunds - Emerging Markets Bond Fund	775.637	10,867					10,867
Stone Harbor Emergin Market	3,757.873	39,984					39,984
Alternatives							
Commonfund							
CEP VII		17,500		10,484	10,484	0	
CEP VIII		30,000					
CVP X		20,000					
Goldman Sachs							
Vintage Fund VI							38,001
Solamere Capital							
Solamere Founders Fund I, LP				65,346	65,346	0	
Money Market Funds							
Advantage Cash #451 - 05374002		65,346		65,346	65,346	0	
Advantage Cash #451 - 05374004		363,030		471,873	471,873	0	2
Goldman Sachs Bank Deposit		38,002					1
Accrued Income / Other							
05374002							
Cash		4,233,825		4,220,820	4,220,820	0	
Wells Fargo - SPY							
Wells Fargo - High Yield		35,227		46,013	46,013	0	
Wells Fargo - MM							
Ironsides Co-Investment Fund III				193,160	193,160	0	
Ironsides Partnership Fund III				71,789	71,789	0	
05374004							
Cash		857,539		840,820	840,820	0	
Interest Accrual		25,383		17,643	17,643	0	
Payable				50,000	50,000	0	
Total Endowment Pool Transactions		\$6,597,018		\$6,447,224	\$6,431,857	(\$15,367)	\$170,598

UTAH STATE UNIVERSITY  
OTHER INVESTMENTS  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule C-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income
Jul 2014	\$54,409,537	\$5,141,387	\$694,520	(\$774,972)	\$58,081,432	\$56,245,485	\$191,515	\$2,907	\$194,422
Aug 2014	58,081,432	23,032,498	2,854,491	(30,586)	78,228,853	68,155,143	214,792	2,990	217,782
Sep 2014	78,228,853	22,451,410	16,863,082	(1,392,355)	82,424,826	80,326,840	261,679	(262,211)	(532)
Oct 2014	82,424,826	14,656,727	14,646,882	572,099	83,006,770	82,715,798	266,621	(80,880)	185,741
Nov 2014	83,006,770	4,402,704	4,171,404	850,225	84,088,295	83,547,533	226,699	(90,835)	135,864
Dec 2014									
Jan 2015									
Feb 2015									
Mar 2015									
Apr 2015									
May 2015									
Jun 2015									

Comparative Totals:

Year-to-date									
FY 2014-15	\$54,409,537	\$69,684,726	\$39,230,379	(\$775,589)	\$84,088,295	\$74,198,159	\$1,161,306	(\$428,029)	\$733,277
FY 2013-14	43,529,901	6,331,131	3,234,927	1,181,652	47,807,757	45,385,635	848,334	17,054	865,388
Amt Change					36,280,538	28,812,524	312,972	(445,083)	(132,111)
% Change					75.89%	63.48%	36.89%	-2609.85%	-15.27%

UTAH STATE UNIVERSITY  
SUMMARY OF OTHER INVESTMENT TRANSACTIONS  
For the Month of November 2014

Schedule C-2  
Page 1 of 1

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
<u>Other Investments</u>							
Corporate Bonds and Notes							
U.S. Treasury Bond						\$644	
U.S. West Communications						60	
Common and Preferred Stock							
Morgan Stanley Smith Barney							
Charles Schwab	36.000	\$1,036	36.000	\$1,036	\$981	(\$55)	
Hwelett-Packard Company	1,500.000	55,013	1,500.000	55,013	53,869	(1,144)	
Zions Bancorporation	682.000	19,887					
J M Smucker Co	100.000	10,176					
NXP Semiconductors NV	26.000	1,998					
Utah Public Treasurers'							
Investment Fund		348				349	
Fixed Income							
Wells Fargo							
Federal Farm Credit Bank			20,770.000	2,077,000	1,984,324	(92,676)	
State Street Corp	80,000.000	2,000,000					
Morgan Stanley - Earnings						3,585	
Wells Fargo - Earnings						195,775	
Mutual Funds							
Commonfund							
CEU Title III							
Multi-Strategy Bond			85.804	971	1,300	329	
Multi-Strategy Equity			11.479	703	3,414	2,711	
Alternatives							
TriCor							
Inland America Real Estate Trust						785	
Money Market / Cash							
Morgan Stanley Bank N.A.		1				1	
Morgan Stanley		4,002				2	
Wells Fargo - Cash		2,107,341		2,000,499	2,000,499	0	
Wells Fargo - Money Market		2,896		14,024	14,024	0	
Wells Fargo Advisors - Cash							
Receivable / In Transit / Unsettled Purchases							
Morgan Stanley - Unsettled Purchases							
Morgan Stanley - Receivable		3,585		1	1	0	
Wells Fargo - Receivable		195,776		108,992	108,992	0	
U.S. Treasury Bond		645		4,000	4,000	0	
 Total Other Investments		<u>\$4,402,704</u>		<u>\$4,262,239</u>	<u>\$4,171,404</u>	<u>(\$90,835)</u>	<u>\$226,699</u>

UTAH STATE UNIVERSITY  
 ENDOWMENT TRUSTS  
 SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule D-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
Jul 2014	\$6,933,646	\$23,424	\$53,691	(\$167,062)	\$6,736,317	\$6,834,982	\$27,270	\$514	\$27,784	\$595	\$27,189
Aug 2014	6,736,317	471,057	449,327	226,487	6,984,534	6,860,426	29,111	25,666	54,777	(30)	54,807
Sep 2014	6,984,534	241,991	203,977	(334,490)	6,688,058	6,836,296	27,926	10,144	38,070	(28)	38,098
Oct 2014	6,688,058	963,111	947,414	(7,935)	6,695,820	6,691,939	29,387	(9,213)	20,174	997	19,177
Nov 2014	6,695,820	720,855	692,330	(181,279)	6,543,066	6,619,443	29,348	105,338	134,686	(29)	134,715
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											

Comparative Totals:

Year-to-date											
FY 2014-15	\$6,933,646	\$2,420,438	\$2,346,739	(\$464,279)	\$6,543,066	\$6,768,617	\$143,042	\$132,449	\$275,491	\$1,505	\$273,986
FY 2013-14	8,074,460	2,916,308	2,971,153	434,191	8,453,806	8,226,985	129,974	273,833	403,807	9,029	394,778
Amt Change					(1,910,740)	(1,458,368)	13,068	(141,384)	(128,316)	(7,524)	(120,792)
% Change					-22.60%	-17.73%	10.05%	-51.63%	-31.78%	-83.33%	-30.60%

Note: Endowment Trusts include externally managed endowment trusts.



UTAH STATE UNIVERSITY  
SUMMARY OF ENDOWMENT TRUST INVESTMENT TRANSACTIONS  
For the Month of November 2014

Schedule D-2  
Page 1 of 1

Endowment Trusts	Purchases		Sales				Earnings
	Shares	Cost	Shares	Cost	Receipts	Gain/(Loss)	
Common and Preferred Stock							
Abbvie Inc Com			5,400.000	\$237,027	\$342,345	\$105,318	
Columbia PPTY TR Inc Com New	7,000.000	\$175,508					
Glaxosmithkline PLC ADS	1,900.000	87,766					
Verizon Communications	1,600.000	82,023					
Causeway Intl Value Fund I			28.977	470	447	(23)	
Northern Mid Cap Index Fund			12.593	185	229	44	
Vanguard 500 Index Fund - Adm #540	6.093	1,144					
Causeway Intl Value Fund I			28.980	470	448	(22)	
Northern Mid Cap Index Fund			12.587	185	229	44	
Vanguard 500 Index Fund - Adm #540	6.092	1,144					
Funds held at Morgan Stanley - Dividends							\$28,799
Funds held at Wells Fargo - Dividends							7
Mutual Funds							
Federated Total Return Bond Fund	10.002	111	42.269	479	468	(11)	111
Metropolitan West Total Return Bond Fund	3.812	42					48
Wells Fargo Advantage Core Bond Fund	8.734	114					111
Federated Total Return Bond Fund	9.997	111	42.259	479	467	(12)	111
Metropolitan West Total Return Bond Fund	3.812	42					48
Wells Fargo Advantage Core Bond Fund	8.733	114					111
Funds held at Wells Fargo - Dividends							
Money Market & Cash Funds							
Morgan Stanley Bank N.A.		372,688		345,297	345,297	0	2
Morgan Stanley - Cash				2,400	2,400	0	
Wells Fargo #451		24					
Wells Fargo #451		24					
Total Endowment Trusts		<u>\$720,855</u>		<u>\$586,992</u>	<u>\$692,330</u>	<u>\$105,338</u>	<u>\$29,348</u>

UTAH STATE UNIVERSITY  
PLANT FUND TRUSTS  
SUMMARY REPORT OF INVESTMENTS AND INVESTMENT INCOME

Schedule E-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest Income	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
Jul 2014	\$36,208,787	\$25,129	\$71,429	(\$2,047)	\$36,160,440	\$36,158,288	\$32,918		\$32,918		\$32,918
Aug 2014	36,160,440	12,063	0	140,730	36,313,233	36,177,043	32,940		32,940		32,940
Sep 2014	36,313,233	3,353,397	3,605,079	(15,464)	36,046,087	36,789,413	32,877		32,877		32,877
Oct 2014	36,046,087	235,832	1,252,615	55,871	35,085,175	35,019,163	32,778		32,778		32,778
Nov 2014	35,085,175	16,549,252	13,943,776	39,454	37,730,105	36,308,738	32,889		32,889		32,889
Dec 2014											
Jan 2015											
Feb 2015											
Mar 2015											
Apr 2015											
May 2015											
Jun 2015											
<hr/> <hr/>											
Comparative Totals:											
Year-to-date											
FY 2014-15	\$36,208,787	\$20,175,673	\$18,872,899	\$218,544	\$37,730,105	\$36,090,529	\$164,402	\$0	\$164,402	\$0	\$164,402
FY 2013-14	3,208,438	112,457,643	63,754,304	(135,254)	51,776,523	31,499,312	141,091	0	141,091	0	141,091
Amt Change					(14,046,418)	4,591,217	23,311	0	23,311	0	23,311
% Change					-27.13%	14.58%	16.52%	0.00%	16.52%	0.00%	16.52%

Note: Plant Fund Trusts include all debt service reserve and construction fund accounts in compliance with bond issue covenants.



6 March 2015

### **ITEM FOR ACTION**

**RE:** Proposal to Combine Four Leave Policies of the University Policy Manual

The attached policy is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

### **EXECUTIVE SUMMARY**

The University desires to combine and update four infrequently used leave policies: Policy 346 Bereavement Leave, Policy 354 Jury and Witness Leave, Policy 360 Special Development Leave, and Policy 369 Organ Donor Leave to create Policy 369 Other Leave. Revisions and/or amendments to this policy are shown in the attached redlined document and were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment.

The following is a summary of the revisions to Policy 369 Other Leave:

- Changed "Budgeted Employees" to "Benefit Eligible Employees" to be consistent with other policies and insurance-carrier contracts.
- Bereavement Leave is intended for immediate family; therefore "domestic partner" has been added to be included in the immediate family and "any person living in the employee's household" has been deleted.
- "Bone Marrow" was added to the title to clarify that it is included in the Organ Donor Leave policy. Clarification that "day" means a calendar day.

### **RECOMMENDATION**

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve combining and revising four leave policies to create Utah State University Policy 369 Other Leave.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The University desires to combine and update four infrequently used leave policies: Policy 346 Bereavement Leave, Policy 354 Jury and Witness Leave, Policy 360 Special Development Leave, and Policy 369 Organ Donor Leave to create Policy 369 Other Leave;

WHEREAS, Revisions and/or amendments to this policy are shown in the attached redlined document and were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment; and

WHEREAS, The procedures for amending policies outlined in Section 200 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve the revisions to Policy 369 Other Leave of the University Policy Manual effective 6 March 2015.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

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Date



## POLICY MANUAL

### BENEFITS

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Number ~~346~~369

Subject: ~~Bereavement~~Other Leave

Covered Employees: ~~Budgeted~~Benefit Eligible Employees

Date of Origin: January 24, 1997 Bereavement Leave, Jury and Witness Leave, and Special Development Leave

July 1, 2004 Organ Donor Leave

Date of Last Revision: March 6, 2015

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#### ~~346.1 POLICY~~369.1 PURPOSE

The University offers benefit eligible ~~provides~~ employees the following additional leave benefits: Bereavement Leave, Jury and Witness Leave, Special Development Leave, and Organ or Bone Marrow Donor Leave ~~with time away from work with pay to deal with issues surrounding the death of an immediate family member.~~

#### ~~346.2 PROCEDURES~~ 369.2 POLICY

~~Budgeted employees with appointments of 50% time or greater are eligible for bereavement leave.~~

#### 2.1 Bereavement Leave

The University provides ~~Employees will be granted~~ up to three working days paid time off due to the death of ~~leave if~~ an immediate family member ~~dies~~. For this policy, ~~Immediate family (including step-relatives) for this policy~~ is defined as: employee's spouse or domestic partner, son, daughter, son-in-law, daughter-in-law, foster child, parents, parents-in-law, brother, sister, brother-in-law, sister-in-law, grandparents, ~~grandparents-in-law, grandchildren, or~~ and step-relative ~~any person living in the employee's household.~~

~~An employee who qualifies for bereavement leave under the provisions of this policy and who is already receiving paid time off chargeable to annual leave, sick leave, or compensatory time, will instead have up to three days of that time charged to bereavement leave.~~

### **346.3 RESPONSIBILITY**

#### **3.1 Department Heads and Supervisors**

Responsible for considering and verifying employees' requests for bereavement leave.

#### **3.2 Employees**

Responsible for coordinating bereavement leave with their supervisors.

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**Number 354**

**Subject: Jury and Witness Leave**

**Covered Employees: Benefit Eligible Employees**

**Date of Origin: January 24, 1997**

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### **354.1 POLICY**

~~The University recognizes the duty of employees as citizens to serve on juries or as witnesses.~~

#### **2.2 Jury and Witness Leave**

For the period during which an employee is ~~necessarily~~ absent from work ~~in for~~ compliance with an official requirement to appear for jury service, or a subpoena to appear as a witness at a trial, deposition, or other official proceeding, the employee will ~~continue to~~ receive full salary.

#### **354.2 PROCEDURES**

Time allowance for jury and witness service covers only time lost while actually engaged in jury service or in attendance as a witness and ~~in~~ reasonable travel to and from the place of ~~such jury duty~~ service or attendance.

Employees are expected to report daily to work before and after jury service or jury attendance ~~as a witness~~, when ~~ever~~ feasible. ~~This should be discussed and cleared with the supervisor.~~ Any funds received for jury duty remain with the employee.

This policy does not apply to employees who appear in court on their own behalf. Expert Witness Services is covered by Policy 376 Extra-Service Compensation and Policy 377 Consulting Service.

Expert witness services are considered extra contractual services and are subject to the provisions of the Consulting Leave and Extra Contractual Services policies.

### **354.3 RESPONSIBILITY**

#### **3.1 Office of Human Resources**

Responsible for communicating this policy to all employees of the University, and administering the policy in accordance with Utah Law.

#### **3.2 Employees**

Responsible for cooperating with their supervisors to arrange their jury service, within the limits posed by local jurisdictions, so it causes the least negative impact on their department. Employees are also responsible for reporting to work on any day they are excused from jury duty, or on any day they are released early.

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#### **Number 360**

**Subject: Special Development Leave**

**Covered Employees: Budgeted Employees**

**Date of Origin: January 24, 1997**

**Effective Date of Last Revision: July 1, 1999**

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### **360.1 POLICY**

#### **2.3 Special Development Leave**

The University supports the development of its human resources. Professional

Exempt (non-faculty) and classified staff non-exempt staff may request a special leave with pay for developmental purposes. Special Development ~~These leaves is~~are not a right, but a privilege, ~~and must be approved by the President.~~ This leave must be requested in writing. The leave approval, pay, and terms of the leave are at the discretion of the Department Head, Director, or Dean/Vice President.

#### **360.2 PROCEDURES**

~~An employee requesting special development leave with pay must negotiate the terms of the leave with the appropriate department head or director. The~~ Any leave agreement should stipulate the length of the leave and the agreed rate of pay. The length of leave may not exceed one year, nor can the rate of pay exceed as stated~~that provided~~ in pPolicy



365 [Sabbatical Leave](#). The negotiated agreement must be approved by the appropriate ~~d~~Dean or ~~v~~Vice ~~p~~President and forwarded to the President for approval.

### **360.3 RESPONSIBILITIES**

#### **3.1 Department Heads, Directors, Deans, Vice Presidents, President**

~~Responsible for evaluating special development leave requests and to ensure that the requested leave will enhance the potential of the employee to the University.~~

#### **3.2 Employees**

~~Responsible for justifying requests for special development leave according to this policy.~~

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**Number 369**

**Subject: Organ Donor Leave**

**Covered Employees: All Budgeted Employees**

**Date of Origin: July 1, 2004**

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### **369.1 POLICY 2.4 Bone Marrow or Organ Donor Leave**

The University grants special paid leave to employees who are temporarily disabled while serving as a bone marrow or human organ donor. Employees who donate bone marrow, ~~including stem cells~~, shall be granted up to seven (7) calendar days of paid leave. Employees who donate a human organ shall be granted up to thirty (30) calendar days of paid leave. Additional leave ~~that may be~~ required for donor disability beyond the ~~specified days~~ ~~limits identified in Section 1.2~~ may be taken under ~~the provisions of~~ ~~University~~ Policy 363 Sick Leave ~~and Policy 351 Family and Medical Leave (FMLA)~~. In cases in which this leave also qualifies as Family ~~and~~ Medical Leave ~~Act (FMLA)~~, the FMLA leave will run concurrently with this ~~se-organ donor~~ leave. Donor leave must be requested in writing, including documentation from a medical practitioner authenticating the donation.

**The Genetic Information Nondiscrimination Act of 2008 (GINA)** prohibits employers and other entities ~~covered by GINA Title II~~ from requesting, or requiring, genetic information ~~from~~ of an individual or family member ~~of the individual~~, except as specifically allowed by this law. Employees must not provide any genetic information when responding to ~~Organ Donor Leave~~ requests for medical information. GINA defines "Genetic information," as defined by GINA, includes an individual's ~~as~~ family medical

history, the results of an individual's or family member's genetic testing, information about any genetic services sought by the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member, or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

### **1.1 Eligibility**

~~Budgeted employees working on a fiscal or academic year base appointment at 50% time or greater are eligible for organ donor paid leave benefits.~~

### **1.2 Paid Leave Benefits and Limits**

~~Leave with pay shall be granted for donor participation as follows:~~

- ~~(1) Employees who donate bone marrow, including stem cells, shall be granted up to seven (7) days of paid leave.~~
- ~~(2) Employees who donate a human organ shall be granted up to thirty (30) days of paid leave.~~

### **1.3 Organ Donor Leave Coordinated with Sick Leave (See Policy #363-Sick Leave)**

~~Additional leave that may be required for donor disability beyond the limits identified in Section 1.2 may be taken under the provisions of University Policy #363-Sick Leave.~~

## **369.3 RESPONSIBILITIES ~~369.2 RESPONSIBILITY~~**

### **2.1 Department Heads and Supervisors**

~~Responsible for approving the employee's written request for donor leave and for providing a copy of this approval to the Office of Human Resources.~~

### **2.2**

### **3.1 Office of Human Resources**

~~Responsible for assisting in the implementation of providing advice and guidance on this policy in accordance with the University's insurance providers and making the information available, as well as coordinating this policy with other applicable policies.~~

### **2.3 3.2 Employees**

Responsible for notifying his/her supervisor, working with the Office of Human Resources when the above leaves are requested, and complying with the requests for documentation~~requesting donor leave in writing. This must include written documentation from a medical practitioner that authenticates the donation.~~

6 March 2015

### **ITEM FOR ACTION**

**RE:** Proposal to Accept Revisions to Extra Service Compensation Policy 376

The attached policy is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

### **EXECUTIVE SUMMARY**

The University desires to replace Policy 376 Extra-Service Compensation (ESC) with the attached version. Revisions to this policy were submitted by the Vice President for Research and Dean of the School of Graduate Studies to Research Council, President's Council, Executive Committee, Faculty Senate and the Professional Employees Association for review and comment.

The following is a summary of the revision to Policy 376 Extra-Service Compensation:

- The new policy reflects the Federal OMB oversight rules implemented nationally on December 26, 2014.
- ESC is allowed, but under more restrictive guidelines that are now detailed in the new policy.
- Rules to access ESC and the rights to approve of ESC is determined by the source of ESC funds (Sponsored Programs vs Non-Sponsored Programs) for effort unrelated to the primary work assignment.
- The new policy allows for Provost approval of ESC for a very unique and very unusual situation where compensation could be granted for service related to primary work assignment.
- ESC is capped at 20% of annualized Institutional Base Salary except with permission of the Executive Vice President and Provost.

### **RECOMMENDATION**

The President and Vice President for Research and Dean of the School of Graduate Studies recommend that the Board of Trustees approve the revisions to Policy 376 Extra-Service Compensation of the Utah State University Policy Manual.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The University desires to revise Policy 376 Extra-Service Compensation as outlined in the attached document;

WHEREAS, Revisions and/or amendments to this policy were submitted by Research Council to the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment; and

WHEREAS, The procedures for amending policies outlined in Section 200 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve the revisions to Policy 376 Extra-Service Compensation of the University Policy Manual effective 6 March 2015.

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RESOLUTION APPROVED BY BOARD OF TRUSTEES:

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Date



## POLICY MANUAL

### COMPENSATION

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**Number 376**

**Subject: Extra-Service Compensation**

**Covered Employees: Benefit-Eligible, Exempt Employees**

**Date of Origin: January 24, 1997**

**Effective Date of Last Revision: April 9, 2004**

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#### FEDERAL GUIDANCE REFERENCES

**The following policy is based on the following:**

- **Utah Code 67-16-1 et.seq.**, “Utah Public Officers and Employees’ Ethics Act.
  - **Federal Office of Management and Budget, Final Rule -- *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (A-81)*** – Federal Register, Vol 78, No. 248
    - (Superseding: OMB Circulars A-21, A-87, A-110, and A-122 (which have been placed in OMB guidance); Circulars A-89, A-102, and A-133; and the guidance in Circular A-50
    - Implementation Date: December 26, 2014
  - **NSF, Office of Inspector General – 2004 Audit findings**
  - **Department of Justice, settlement findings – 2008**
  - **HHS Office of Inspector General – 2011 Audit findings**
- 

#### 376.1 INTRODUCTION

The University recognizes that employees may make unusual contributions to the University that are both related and unrelated to their Primary Work Assignments. This policy is designed to establish an institutional expression of support for appropriate, operations-based standards for Extra-Service Compensation.

## **376.2 DEFINITIONS**

### **2.1 Primary Work Assignment**

The Primary Work Assignment, defined is the basis upon which the University sets its expectations of an employee's duties and allocation of effort. USU utilizes the following methods to establish the Primary Work Assignment:

- (a) *For Faculty:* The primary work assignment is derived from the Role Statement, as defined in under section 6.1 and 11.1 of USU Policy #405, Tenured and Term Appointments: Evaluation, Promotion and Retention.
- (b) *For Non-Faculty Exempt Employees:* The primary work assignment is derived from the Office of Human Resources most recent position description available for that employee, which documents the responsibilities, functions, and requirements of each job. Expectations for the allocation of effort are also reflected in USU's annual Budget Process/Salary Planner process.

### **2.2 Full Workload**

Full Workload for an employee shall be that workload for which an employee is compensated by the University, exclusive of compensation for incidental work. For exempt employees, it shall be that workload specified in the primary work assignment for a given period. The more closely an activity is associated with the University's compensation and reward systems, the more likely it will be included in the Full Workload.

### **2.3 Institutional Base Salary**

Institutional Base Salary (IBS) shall be the salary paid by the institution for the performance of the full workload by a given employee. It may be based on appointments of differing lengths, such as the academic year, eleven months or twelve months. IBS shall be calculated in accordance with Budget Office Guidelines, "Salary Definitions." The IBS may change based on significant, non-temporary changes in the Primary Work Assignment or because of salary increases approved by the University.

### **2.4 Institutional Base Salary Earning Rate**

The Institutional Base Salary Earning Rate shall be calculated based on the compensation level at which an employee is paid for his/her appointment term, divided by the number of months of that term. An employee shall not earn compensation from USU sources in excess of the base salary rate in any given month, except as allowed under this policy, Extra Service Compensation or through a specially approved administration one-time payment.

### **2.5 Institutional Payout Rate**

The Institutional Base Salary Earning Rate may differ from the amount of compensation actually paid to an employee during a given month, because salary for an appointment of less than 12 months is distributed across 12 months in the payroll system. For details concerning distribution of pay over a period different from the appointment term, contact the Controller's Office.

## **2.6 Incidental Work**

Incidental Work is that work which is accomplished by an individual in excess of his/her Full Workload, as follows:

**2.6.1** Incidental Work that is carried out within the institution and paid for as Extra-Service Compensation must be documented in the University's financial management systems, though it shall not be reported or certified in the University's time and effort reporting system.

**2.6.2** Incidental Work that is provided without compensation shall be reported to the immediate supervisor in order to avoid conflicts of interest, including conflicts of commitment.

**2.6.3** Incidental Work performed outside the university is neither reported in the time & effort or payroll systems, nor documented in the University's financial management systems; however, documentation of consulting leave time is required as set forth in USU Policy #377, Consulting Services.

## **2.7 Extra Service**

Extra Service shall be any service rendered to the University that is not specifically identified as part of the employee's Full Workload. Extra service shall be clearly identified and approved in advance as such in accordance with this policy and Policy 404.1.2(7), Faculty Appointments, Professional Services.

## **376.3 POLICY**

Opportunities for consulting or other activities that fall outside of an employee's Primary Work Assignment are granted in accordance with Utah Code 67-16-1 et. seq., "Utah Public Officers and Employees' Ethics Act," and as permitted under USU's consulting policy. Such activities shall be allowed at the University's discretion where clear benefit to the University can be demonstrated.

Employees may provide Extra Service to the University beyond their Primary Work Assignments either for or without compensation, provided that the preparation and performance of such services do not impede the discharge of their duties under their Primary Work Assignments.

Compensation received for Extra Service shall not exceed 20% of the individual's Institutional Base Salary without prior written approval of the Executive Vice President & Provost for academic units and without prior written approval of the Office of the President for all non-academic units.



### 3.1 Extra-Service Compensation Unrelated to the Primary Work Assignment

#### 3.1.1 Extra Service Related to Sponsored Programs Sourced Funds.

Extra and supplemental compensation from federal funds is governed by OMB Uniform Administrative Requirements, which also requires that like funding be treated consistently under like circumstances by the University. Thus, all external funding shall be subject to the regulatory guidance in OMB Uniform Administrative Requirements, Section 200.430(h)(3), as follows: “intra-university consulting is assumed to be undertaken as a university obligation requiring no compensation in addition to full-time base salary. However, in unusual cases...charges for such work representing additional compensation above IBS are allowable...”. This principle applies to employees who function as consultants for sponsored agreements conducted under the direction of other University employees.

Extra-Service Compensation from external funds can be allowed for faculty and other exempt employees when **all** of the following conditions are met:

- (1) The request does not exceed the Base Salary Earnings Rate based on the employee’s Institutional Base Salary, which is that compensation provided to an employee for fulfillment of his/her Full Workload;
- (2) The employee will perform a role outside of the individual employee’s organizational unit or is otherwise different from his/her Primary Work Assignment; NOTE: Employees may not receive compensation for Extra Service work on projects for which they serve as PI or Co-PI.
- (3) Work is demonstrably in addition to the employee’s Full Workload for the reporting period during which it will be performed;
- (4) The request is specifically proposed and included in the approved budget and/or agreement with the sponsoring agency or otherwise approved in writing by an authorized agency representative. If not specifically and explicitly provided for in the approved proposal, budget and/or award, an official sponsor approval must be obtained before any extra contractual work is done. NOTE: By itself, agency approval for Extra Service payment shall not be considered a waiver for requirements 1-3 above.
- (5) The request is approved in advance by the Vice President for Research. Review and support will be required of the individual’s department head, supervisor, dean and/or vice president as appropriate prior to submission to the Office of Research & Graduate Studies. Any request for above 20% will also require the follow-on approval of the Executive Vice President & Provost.

For additional forms and instructions concerning Extra-Service compensation involving external funds see RGS Procedure 376-PR.

### **3.1.2 Extra-Service Compensation from Non-Sponsored Programs Sourced Funds**

USU's Disclosure Statement to the Federal Government (DS-2) requires the institution to use the same salary and wage distribution system for all like employees, regardless of the source of their compensation. Thus, the University uses consistent practices for identifying, charging and reporting all personnel costs, including its method of identifying which activities will be included in the Full Workload (and therefore the Institutional Base Salary) and which will not.

As a result, Extra Service Compensation from all non-sponsored programs sourced funds must meet **all** of the following restrictions:

- (1) The Extra Service is compensated at a rate not to exceed the Institutional Base Salary Earnings Rate which, is based on the employee's Institutional Base Salary (the compensation provided to an employee for the fulfillment of the employee's Full Workload);
- (2) The work is outside of the scope of the employee's required job expectations, as set forth in the Primary Work Assignment;
- (3) Work is demonstrably in addition to the employee's Full Workload for the reporting period during which it will be performed;
- (4) The Extra Service is based on temporary and unusual circumstances, and funds have been allocated to pay for the services.
- (5) The request is approved in advance by the Executive Vice President & Provost. Review and support will be required of the individual's department head, supervisor, dean and/or vice president as appropriate prior to submission to the Office of the Executive Vice President & Provost.

For additional guidelines concerning Extra-Service compensation involving non-sponsored programs sourced funds see Provost Procedure 376-PR.

### **3.1.3 Extra Service Related to Primary Work Assignment**

Only in the most unusual circumstances, outcomes and activities focused on furthering the institutional missions of discovery, learning and engagement, which are exclusively funded from unrestricted and non-sponsored programs sourced funds, which are also related to the Primary Work Assignment can qualify for Extra-Service compensation.

Extra Service compensation related to the Primary Work Assignment should not be used as a regular supplement to an individual's salary.

Requests for Extra-service Compensation related to the Primary Work Assignment may not exceed the Institutional Base Salary Earning Rate, and must be approved in advance by the Executive Vice President & Provost.

### **3.2 Relationship of Extra Service Compensation to Non-appointment Payments**

**USU allows faculty and other exempt employees with appointments of less than 12 months to receive compensation at their Institutional Base Salary Earning Rate for periods up to a total of 12 months per fiscal year based upon the conduct of research, teaching, or other activities that are consistent with federal and USU policy and that do not conflict with the faculty member's Primary Work Assignment. This compensation is not Extra Service.**

**Non-appointment compensation is subject to effort reporting and certification. Effort and compensation for such work should therefore occur in parallel with, or in replacement of the employee's Primary Work Assignment, and may be expended at any time during the fiscal year. Thus, employees working during periods not included in their academic appointments shall, when appropriate, utilize any non-appointment period available to them to reach this 12-month capacity for salary compensation before any Extra-Service Compensation will be approved.**

USU does not limit an employee's opportunity to receive compensation paid directly by a non-University funding source as per USU's consulting policy.

## **376.4 RESPONSIBILITY**

### **4.1 Department Heads and Supervisors**

In keeping with Federal expectations that USU will meet agency requirements for department heads, supervisors, vice presidents and deans are responsible for reviewing extra service opportunities with employees before they occur to ensure that interference or conflict with the employee's Primary Work Assignment is avoided or appropriately managed. The department head/supervisor and dean has primary responsibility for working with employees to ensure compliance with this Extra Service Compensation policy. Refer to RGS Procedure 376-PR and Provost Procedure 376-PR for guidance on implementing this policy. Departments and colleges will bear primary responsibility for repayment of disallowed Extra Service Compensation costs.

### **4.2 Employees**

Employees are responsible for accurately completing the Request for Extra Service Compensation Form and for obtaining supervisory approvals prior to submission. Conflicts of interest must be disclosed as they arise.

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## **PROCEDURAL REFERENCES**

### **Procedures corresponding to this policy include:**

- RGS Procedure 376-PR for guidance on Extra-Service Compensation related to sponsored program activities
  - Provost Procedure 376-PR for guidance on Extra-Service Compensation for non-sponsored program activities
-

6 March 2015

**ITEM FOR ACTION**

**RE:** Proposal to Revise Policy 377 Consulting Leave of the University Policy Manual

The attached policy is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The University desires to revise Policy 377 Consulting Leave as shown in the attached redlined document. Revisions and/or amendments to this policy were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment.

The following is a summary of the revisions to Policy 377 Consulting Leave:

- Changed leave from 3 days per month to 4 days per month and allow accumulation over a 12-month fiscal year period.
- Clarified in Section 2.1.2 that it is the employee's responsibility to verify that no conflict of interest exists.
- Updated employee classifications to "Exempt/Non-Exempt" instead of "Professional/Classified".

**RECOMMENDATION**

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve the revisions to Policy 377 Consulting Leave of the Utah State University Policy Manual.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The University desires to revise Policy 377 Consulting Leave as shown in the attached redlined document;

WHEREAS, Revisions and/or amendments to this policy were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment; and

WHEREAS, The procedures for amending policies outlined in Section 200 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve the revisions to Policy 377 Consulting Leave of the University Policy Manual effective 6 March 2015.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

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Date



# POLICY MANUAL

## COMPENSATION

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**Number 377**

**Subject: Consulting Service**

**Covered Employees: Faculty and ~~Professional~~ Exempt Employees**

**Date of Origin: January 24, 1997**

**Effective Date of Last Revision: ~~June 23, 2000~~ March 6, 2015**

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### 377.1 PURPOSE

The University recognizes that faculty and ~~professional~~ exempt employees make broad and significant contributions by providing professional expertise to local, state, national, and international communities on a consulting basis. Such activity contributes not only to the needs and understanding of others, but increases the competence of the consultants in their professional roles and brings recognition to the University.

Time away from work for consulting services may be granted to ~~faculty and professional~~ employees provided that such services do not interfere or conflict with their University role assignments or job duties and are deemed beneficial to the University ~~and as well as~~ the professional development of the employees. ~~Faculty and professional e~~ Employees have primary employment and professional responsibilities to the University. Leave for consulting services is a privilege granted at the University's discretion. Extension of this policy to employees other than faculty and ~~professional~~ Exempt staff may be considered on a case-by-case basis.

### 377.2 PROCEDURES

#### 2.1 Consulting Service Leave

(1) An employee requesting consulting leave must submit a Request for ~~Extra Contractual Services Time and~~ Consulting Leave Form to his/her immediate supervisor, outlining the time requested, the nature of the consulting work, and the benefit to the University.

(2) The supervisor will forward the completed form with a recommendation to the

appropriate dean or vice president for final approval. Employees will confirm that there is no conflict of interest or conflict of commitment when requesting Consulting Leave. ~~Absence of a conflict of interest and a conflict of commitment must be established.~~ Approval must be obtained prior to commencement of consulting leave.

(3) Time permitted. Eligible Fiscal Year employees may be permitted up to threefour consulting service days per month in a 12-month fiscal year period. Eligible Academic Year employees may be permitted up to threefour consulting service days per month in a 9-month academic year period. Eligible employees with appointments less than 1 FTE may be permitted consulting service leave on a pro-rata basis. Consulting leave service days do not may -accumulate from month to month, but there is no carryover from one contract year (fiscal year or academic year) to another. fiscal year to another. ~~Faculty and professional staff on full-time appointments may be permitted up to three consulting service days per month. Annual leave or leave without pay may be used in addition to, or in lieu of, consulting service leave.~~

~~(4) Restriction on accumulation and transfer of days. Days allowed a faculty member for consulting services must be used within a given term of appointment and may not be transferred from one term of appointment to another.~~

## **2.2 Conflict with University Assignment; Competition with University**

Faculty members and ~~professional~~ Exempt employees may render consulting services to any entity or organization provided that the services are not included in the employee's role statement/job description. Employees may not engage in any consulting activity in competition with the University.

Except as provided for on sabbatical leave (Ppolicy 365), faculty members may not accept employment for--and may not perform--any teaching, instructional, Extension, or research services for other institutions during their term of appointment without the knowledge and written approval of the faculty member's department head or supervisor and dean, director, or vice president. Compensated or uncompensated participation in an occasional short-term conference, seminar, or symposium or the delivery of a scholarly paper or public address at a professional meeting or academic gathering, does not violate this policy.



6 March 2015

### **ITEM FOR ACTION**

**RE:** Proposal to Revise Policy 385 Appointments of Opportunity of the University Policy Manual

The attached revised policy is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

### **EXECUTIVE SUMMARY**

The University desires to revise Policy 385 Appointments of Opportunity as shown in the attached redlined document. Revisions and/or amendments to this policy were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment.

The following is a summary of the revisions to Policy 385 Appointments of Opportunity:

- Clarified that the Provost approves Dual Career Assistance (DCA) appointments.
- Updated Section 385.1.2 Affirmative Action to comply with recent changes to the regulations.
- Added "and/or highly regarded" in Section 385.1.3 Institutional Need to better accommodate the appointment of individuals who may be highly regarded in their field, but may not be nationally recognized.
- To be consistent with Faculty Code, updated temporary period from two to three years referenced in Section 385.1.4 Temporary Positions.
- Clarified requirements that "Qualified individual must be named in the budget portion of the grant" and "Non-exempt positions are not eligible" referenced in Section 385.1.6 Written into Sponsored Program Budget.
- Clarified the responsibilities of the Candidate/Employee.
- Clarified that the President and Provost are responsible to approve all appointments of opportunity.

## **RECOMMENDATION**

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve the revisions to Policy 385 Appointments of Opportunity of the Utah State University Policy Manual.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The University desires to revise Policy 385 Appointments of Opportunity as shown in the attached redlined document;

WHEREAS, Revisions and/or amendments to this policy were submitted by the Executive Director of the Office of Human Resources to President's Council, Executive Committee, Faculty Senate, Professional Employees Association, and Classified Employees Association for review and comment; and

WHEREAS, The procedures for amending policies outlined in Section 200 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve the revisions to Policy 385 Appointments of Opportunity of the University Policy Manual effective 6 March 2015.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

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Date



# POLICY MANUAL

## OPERATING POLICIES AND PROCEDURES

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Number 385

Subject: Appointments of Opportunity

Covered Employees: University Employees

Date of Origin: January 24, 1997

Effective Date of Last Revision: ~~March 6, 2015~~ ~~May 20, 2005~~

~~Effective Date of Last Revision: March 26, 2010~~

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### 385.1 POLICY

At times it may be appropriate to waive competitive search requirements as outlined in the Faculty and Exempt Staff Employment Policy (Policy 394), and the Non-exempt Staff Employment Policy (Policy 387), in connection with an appointment. Use of this policy requires review by the Affirmative Action/Equal Opportunity (AA/EO) Office and the Office of Human Resources (HR) ([See procedures under each category](#)). All actions ~~require and~~ approval by the Office of the Provost (for positions in academic areas) or the Office of the President (for positions in non-academic areas). Exceptions to open recruitment and regular hiring procedures may be granted under the following conditions. Procedures are found by clicking on the link after each category.

The intent of this policy is to assist in the initial appointment of individuals under specific circumstances as presented in the policy. Use of this policy for further placement at Utah State University is discouraged. This policy should be considered before a search is opened. However, an ongoing search may be suspended/closed due to the availability of a qualified individual as defined in this policy.

This policy should not be construed to be a promise, real or implied, of employment at Utah State University. Utah State University has a commitment to assist in the employment process, but has no legal obligation to provide employment.

#### 1.1 Dual Career Assistance (DCA)

Utah State University recognizes that dual career assistance (DCA) is critical to sustaining its commitment to recruiting and retaining highly qualified and competitive staff and faculty members. University leadership is committed to supporting DCA in cases that strengthen our capacity to meet institutional missions and objectives. This

policy applies to situations in which there are existing positions to accommodate the common interests of the institution and the couple seeking DCA. It also covers instances in which a new position may be created to utilize the qualifications and occupational interests of a dual career couple. In the latter case, funding from the recruiting and receiving units (academic or administrative) and the Office of the Provost or the Office of the President is sometimes necessary for leveraging the establishment of such a position.

While University leadership is committed to participating as a partner in DCA proposals, the central advocacy role for DCA originates within the primary academic or administrative unit. Department heads, supervisors, directors, deans, and vice presidents in the unit seeking a DCA play a key advocacy role on behalf of the couple requesting DCA. Of course, those individuals seeking DCA also retain some responsibility for nurturing proposals through the DCA process.

The goal of the DCA procedures is to clarify for ~~all participants~~ [these four groups](#)– the couple seeking DCA, academic and administrative leadership, the HR Office, [and the AA/EO Office](#) – the steps required for developing a successful dual career employment package with support at all administrative levels. [DCA appointments must be approved by the Executive Vice President and Provost.](#) ~~All DCA appointments for faculty and senior level staff must be approved by the Office of the Provost or the Office of the President.~~ [Procedures for DCA Appointment.](#)

## **1.2 Affirmative Action**

When there is under-representation in a particular job group by women or ethnic/racial minorities, [persons with disabilities, or protected veterans](#), such qualified individuals may be appointed in an effort to enhance the University's efforts to meet affirmative action goals. [Procedures for an ~~a~~Affirmative ~~a~~Action Appointment](#)~~hire~~.

## **1.3 Institutional Need**

Faculty and staff may be appointed who are nationally recognized [and/or highly regarded](#) for outstanding achievement in their areas of expertise. These are individuals whose qualifications are unique and exceptional and whose potential value to the University is great. [Procedures for an ~~i~~Institutional ~~n~~Need ~~hire~~Appointment.](#)

## **1.4 Temporary Positions**

An individual not covered by Policy 390 (Employment at Will) or Policy 397 (Hourly Employment) may be appointed to an exempt position (as defined by the Fair Labor Standards Act) for a temporary period not to exceed ~~three~~<sup>two</sup> years. The temporary nature of this position will be specified in the appointment document, and the temporary position will be eliminated from the unit's budget after the temporary period has expired. Non-exempt positions are not available for this temporary appointment opportunity.

[Procedures for a Temporary Position hire](#) [Temporary.](#)

### **1.5 Employment-at-Will Hires**

Certain positions at the University are defined as "at-will" (see Policy 390 Employment at Will) ~~for details~~. At-will employees are not eligible to participate in the employee grievance process (Policy 325 Grievance Procedures) but still have access to Policy 305 (Discrimination Complaints) if they feel they have been discriminated against based on a protected category. [Procedures for an Employment-at-will hire](#) [Appointment.](#)

### **1.6 Written into Sponsored Program Budgets**

Qualified individuals may be written into sponsored program budgets to fill appropriate exempt positions. [The Qualified individual must be named in the budget portion of the grant.](#) These positions will end when the program ends. [Non-exempt positions are not eligible for this opportunity.](#) [Procedures for employees who are written into sponsored program budgets.](#)

## **385.2 RESPONSIBILITIES**

### **2.1 Candidate/Employee**

Responsible for informing the Department Head/Supervisor of the need [for an appointment of opportunity](#) ~~for dual-career assistance~~. Responsible for working with [department heads, supervisors, directors, deans, and vice presidents within the primary academic or administrative unit](#) ~~HR~~ in the job search process.

### **2.2 Department Heads and Supervisors**

Responsible for informing candidates and new hires about the [Appointments of Opportunity policy](#) ~~dual-career assistance policy~~. Responsible for working with HR in identifying opportunities that may qualify under this policy, and working with the Dean/VP, as well as HR, ~~and~~ AA/EO, [and the Office of the Provost or Office of the President](#) to obtain necessary approvals, initiating hiring documentation, and following the process to completion.

### **2.3 Deans and Vice Presidents**

Responsible for communicating support for this policy to the Department Head/Supervisor to effectuate an interview (for the DCA option) or implementation of the appointment of opportunity. Responsible for alerting the appropriate University leadership office regarding the need to seek an appointment of opportunity.

#### **2.4 Office of Human Resources**

Primary responsibility for the implementation of this policy. Responsible to assist USU leadership and other individuals in the application of this policy and to provide assistance in locating available positions in cases of dual career assistance. Responsible to review position descriptions for appropriate title and salary range. Responsible to review requested appointments of opportunity and make recommendations to the Office of the Provost or the Office of the President.

#### **2.5 Affirmative Action/Equal Opportunity Office**

Responsible to assist USU leadership and other individuals on AA- and EO-related issues and in the implementation of this policy. Responsible to review requested appointments of opportunity and make recommendations to the Office of the Provost or the Office of the President.

#### **2.6 Office of the Provost**

Responsible to make the final decision relating to faculty and staff in academic areas seeking [appointments of opportunity](#) ~~Dual Career Assistance positions (385.1.1); Institutional Need positions (385.1.3), and others as applicable~~ based on recommendations from the AA/EO Office and the Office of Human Resources.

#### **2.7 Office of the President**

Responsible to make the final decision relating to staff in non-academic areas seeking [appointments of opportunity](#) ~~Dual Career Assistance positions (Policy 385.1.1); Institutional Need positions (385.1.3), and others as applicable~~ based on recommendations from the AA/EO Office and the Office of Human Resources.

## **WRITTEN REPORTS**

**March 6, 2015**

1. Advancement
2. Business and Finance
3. Classified Employees Association
4. Commercialization
5. Cooperative Extension, Utah Agricultural Experiment Station, and College of Agriculture
6. Executive Vice President and Provost
7. Faculty Senate
8. Professional Employees Association
9. Public Relations and Marketing
10. Research and Graduate Studies
11. Student Services
12. USU Eastern
13. USU/SA



# Utah State University Board of Trustees

## Advancement Update

March 6, 2015

### Advancement

- Central advancement is working to hire several new development officer positions: College of Science, Student Services, Eastern Utah, and two Central development positions.
- Advancement and PR/Marketing team is working on marketing strategies for gifting levels.
- Regional Campus activity continues to move forward. Tooele, Blanding, Moab and USU Eastern are all moving forward with fundraising min-campaigns for scholarships and facilities.
- Patty Halaufia is coordinating the “Circle of ‘88” campaign and moving it into the next stage of development. “Circle of ‘88” is an annual giving campaign that is situated between the traditional annual giving levels and major gift levels.
- Central Advancement and Alumni partnering with CHaSS to support portions of “CHaSS Week.” Advancement and Alumni sponsoring Utah’s First Poet Laureate David Lee on the week of March 23-27.
- Major facility projects continue to see fundraising progress: Stadium Renovation; Caine College of the Arts Renovation and Additions; College of Education Clinical Services Building; College of Science Building; Tooele Regional Campus Building.

Fundraising Progress as of December 31, 2014

Amount Raised:	\$87,456,692
Donors Participated:	23,706 (59% are alumni)
New Endowments:	43
New Scholarships:	34
New Facilities:	11 (being supported)
Time Frame:	26.5 months

### Alumni

- Alumni leadership is continuing to test an Alumni Charter system as a way to address the association’s need to reach more alumni members.

- Alumni Professional Networks continue to grow in popularity. Networks organized around various professional fields: legal, business, medicine, and education.
- The Alumni leadership continues to work closely with the Student Services and student organizations to create broader reach to alumni and their children.
- Alumnights continue to produce positive feedback and attract students and alumni.
- Alumni leadership working with corporate sponsors to plan and execute the 2016 Alumni Golf Tournament.
- Alumni Hall of Honor slated for February 21.
- Alumni travel program has schedule the second annual Doc Warner's Alaska Fishing Trip for August of 2016.

## Vice President for Business and Finance

Name: David T. Cowley  
Telephone: 797-1146  
E-mail: [dave.cowley@usu.edu](mailto:dave.cowley@usu.edu)  
Date: 6 March 2015

*Events, Actions, or Issues since Last Trustee's Meeting:*

### **Finance:**

- The State Appropriated Funds budget at 30 November 2014 totaled \$340,866,901, up \$20,271,887 (6.32%) over the same 2013-2014 period. The year-to-date state appropriated funds expenditures totaled \$122,996,196, down \$1,321,558 (1.06%) from the same 2013-2014 period and represented 36% of the total budget. The percent of budget expended, 36%, was 6% less than would be expected to be spent on a strict time of budget year expired basis. Total expenditures for all funds totaled \$295,267,269, up \$6,039,092 (2.09%) over the same 2013-2014 period.
- The Report of Investments for November 2014 is included in the Trustees Consent Agenda. The schedules include the Cash Management Investment Pool, Endowment Pool, Other Investments, Endowment Trusts, and Plant Fund Trusts. Also included is the Summary of Investment Transactions. The University's average daily fair value invested for the month of November was \$561,473,311. Purchases totaled \$28,269,829 and sales totaled \$40,239,367. From this activity the University realized net losses of \$864 and earnings of \$892,924. The Cash Management Investment Pool fiscal year-to-date annualized rate of return, including market fluctuations, was 5.47% at 30 November 2014. The Endowment Pool fiscal year-to-date annualized rate of return, including market fluctuations, was 2.89% at 30 November 2014.

### **Facilities:**

- Jon M. Huntsman School of Business Addition - GSBS/LMN was the architect. Spindler Construction was selected as the Construction Manager / General Contractor (CMGC). Tunnel extension and utility relocation is complete. Footings and foundation are complete. Steel erection and exterior framing are underway. Glazing and masonry are underway. Classrooms to be in service January 2016, 4 floor to follow.
- Aggie Recreation Center – AJC Architects from Salt Lake City and their national partner, 360 Architecture from Kansas City, Missouri was selected for design. Layton Construction was selected as the CMGC. Design is complete. Footings and foundation are complete. Stair towers and walls are underway. Steel erection and roof deck nearing completion. Substantial completion schedule for October 2015.
- Brigham City Regional Campus Academic Building – Jacoby Architecture was selected for programming and design. Design is complete. R&O Construction was awarded the bid. Groundbreaking was held October 9, 2014. Construction is underway. Footing and foundations are complete. Steel erection complete on one wing. Substantial completion scheduled for December 2015
- Tooele Science and Technology Classroom Building - Method Studio was selected for programming and design. Design is complete. Gramoll Construction was selected as the CMGC. Foundation walls

and parking lot are complete. Steel and roof deck complete. Substantial completion scheduled for August 2015.

- USU Eastern Central Instructional Building – Method Studio was selected for programming and design. Design is complete. Jacobsen Construction was selected as the CMGC. Footings and foundation are complete. Concrete walls and steel are underway. Steel and roof deck complete. Substantial completion for August 2015.
- Romney Stadium Renovation – Method Studio and AECOM was selected as the architect. Okland Construction was selected as the CMGC. Programming is complete. Design development is underway. Construction is scheduled to begin spring of 2015.
- Fine Arts Addition and Renovation – RFP has been posted for a design team. Selection to be made February, 2015.
- Kaysville Education Center Classroom Addition – Project was approved by the Building Boarding. Design selection underway.
- Sam Skaggs Family Equine Education Center – Axis Architects selected for design. Spindler Construction selected as the CMGC. Construction is complete. Ribbon cutting and open house was held January 5.

### **Information Technology:**

USU IT is upgrading and improving a number of new systems in 2015. A few selected projects are highlighted below.

#### **BANNER**

- **Banner XE** - A new and much needed upgrade to the Student Information System will enhance the registration and course planning experience for students. This new system includes significant software, infrastructure, and database updates. Additional XE modules for Advising, Student Profile, HR, Finance, and others will follow as the vendor releases them. Significant IT resources have been allocated to this effort.
- **Recruiter** - This system will streamline and organize the communication, marketing, application, event management, tracking, and other processes that are instrumental in recruiting and enrolling students at USU.

#### **WORKFLOW**

- **K2** - K2 will provide workflow for routing documents, applications, and forms to the right people for signatures, while applying the appropriate rules, policies, and procedures for these processes. K2 will reduce the time needed to develop workflows, allow departments to streamline the process, and ensure University policies are being followed.

#### **WEB APPLICATIONS**

- **Aggie Time** - USU is developing a time clock, tracking and reporting system that incorporates appropriate approvals, and monitoring for compliance with ACA, state, and federal requirements. Employees are currently using this system, and additional functionality and reporting tools are under development.

- **Clusters** - Clusters enables incoming students to sign-up for classes early. It advises students on the appropriate classes based on the students declared major, previous academic background, test scores, and interests. It also provides administrators with an early warning if courses fill up so additional sections can be opened.
- **Password Reset** - Allows students, staff, and faculty an easy way to reset or change their password, and to find out their A-Number. This system implements industry security, standards and best practices.

#### **WEB CONTENT MANAGEMENT**

- **OU Campus** - A system that will help people across USU create, edit, and manage their websites. Several websites are live on the new system, and many more are in the cue.

#### **MOBILE**

- **USU Mobile App** - The mobile app will be getting a new design and additional features including course registration are in the works.

#### **COLLABORATIVE FILE STORAGE**

- **Box** - Box.com is the new USU collaborative and secure file store for USU. Box is approved for storing of protected and sensitive data, and guidelines on how to use Box for this type of data have been published. Box will make it easier for faculty, staff, and students to collaborate on a wide range of projects and documents. Faculty will also be able to collaborate with their peers at other Institutions.



CEA President: Taci Watterson-Balls  
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Date: 2/12/15

**Events, Actions or Issues since last Trustee's Meeting**

- UHESA conference calls held monthly.
- Chair of Employee Recognition resigned, due to health concerns.

**Upcoming Events, Activities or Issues**

- Physical UHESA meetings: Dixie State will host on their campus March 6, 2015, moved from February to accommodate events at the capital.
- CEA Annual Awards Luncheon was moved to June 2015, due to committee chair resignation.
- Christine Ballard (Academic and Instructional Services) was appointed to chair Employee Recognition Committee.
- Employee Benefits Brown Bag Forum requested to be held in March.

## **Vice President for Advancement & Commercialization**

Name: Robert T. Behunin, PhD

Date: March 6, 2015

### **Commercial Enterprises**

- Currently working on 50+ different commercialization projects.
- Partnering with College of Agriculture (Extension Business Resource Network and SBDC) and Grow Utah Ventures on accelerator project for Small Business Development Center.
- Working with College of Engineering on new pulse monitoring technology.
- Working with College of Agriculture and a private partner to solve waste pond technology problem.
- Working with Utah World Trade Center to put their training into an on-line format and help them offer it to rural Utah.
- USU and BASF complete trial of K20 compound, Planning large scale field testing in three countries.
- From AIS (formerly RCDE), work with the Unizin consortium has started. A Master Services Agreement will be in place to allow further work over the next three years in addition to the three tasks currently underway (LTI tools migration, professional services in support of that migration, and content relay proof of concept development). Work is also underway to create an “institute” within or possibly spun out of AIS that would allow the team to define, package and commercialize multiple products and services being developed.

### **USTAR at USU**

- Spider Silk scale-up facility formally opened.
- Coats, Inc supporting development for sutures using spider silk.
- Working with pharmaceutical company on long-term stability studies of spider silk for use in vaccine stabilization.
- CERV (Conference on Electric Roads and Vehicles) in Park City was successfully completed Feb 8-10. More than 100 attendees: industry, national lab, and academic partners from eight different nations; notable industry attendees included BMW, Toyota, Volvo, TDK, Delphi, Siemens, Qualcomm, VIA Motors, WAVE, WiTricity, IHI; notable academic/lab attendees included USU, Univ of Auckland, Univ of Cambridge, Virginia Tech, Univ of Iowa, NREL, INL, ORNL (Oak Ridge). Partnership opportunities forming with the EVR as a direct result of the conference

- include IHI, Qualcomm, TDK, Siemens, TRL (UK) with others in progress.
- EVR facility nearing completion. Enthusiastic industry response with several conversations ongoing about research center membership, facility use for fee contracts, and R&D contracts.
  - The ARPA-E supplement project for commercialization of the battery management technology (with project consultant Tallis Blalock) is progressing including NDAs in place with TI, Ford, and other OEMs and tier 1 suppliers with ongoing discussions on potential licensing and further partnerships. Two patents have now been filed for technology resulting from this project.

### **Innovation Campus:**

New USURF facility in planning process  
WesTech Office officially opened, and WesTech and USU co-funding engineering student interns.

### **Regional Development:**

- Carbon Energy Innovation Center (USU-Eastern) anticipating large clean coke purchase order. In final negotiations at this time.
- CEIC working with 6 county coalition on EDA grant for CEIC facility.
- Uintah Basin Ozone Study and modeling activities are proceeding.
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## **UTAH STATE UNIVERSITY COOPERATIVE EXTENSION, UTAH AGRICULTURAL EXPERIMENT STATION, AND COLLEGE OF AGRICULTURE**

**Ken White, Vice President for Extension and Dean of the College of Agriculture and Applied Sciences February 2015**

Utah Gov. Gary Herbert signed an executive order Feb.10 directing state agencies to protect and preserve Sage Grouse and its habitat. USU Extension wildlife specialist Terry Messmer, who has led statewide sage-grouse conservation efforts for more than 20 years, was invited to participate in the signing ceremony at the state capitol.

Boyd Kitchen, USU Extension county agent for Uintah and Daggett counties, was named Utah's Distinguished Service Award winner by the National Association of County Agricultural Agents (NACAA). Kitchen will receive his award in July at the organization's national annual meetings.

The tagline "Water expertise at its source" will be used to highlight the university's continuing leadership in water-related areas, USU is focusing the entire year 2015 on a concentrated effort to tell its story to constituents. USU's Water Research Laboratory will celebrate its 50-year anniversary of powering the state's water research.

Paul Jakus and team of researchers from Utah State University, Weber State University, and the University of Utah recently completed an economic analysis of Utah H.B. 148, which seeks transfer of 31.2 million acres currently managed by the federal government to the state of Utah. The proposed transfer is a complex issue with legal, social, economic and environmental ramifications.

In a ceremony held during the National Biodiesel Conference, the National Biodiesel Board posthumously honored Utah State University alum Dallas Hanks with the 2015 Pioneer Award. Hanks, who founded USU's Center for Agronomic and Woody Biofuels and Utah's innovative "Freeways-to-Fuel" program, died June 25, 2014, after a four-year battle with cancer. He was 51.

Utah State University School of Veterinary Medicine's recently opened the Pet Loss Hotline. The new bereavement hotline is staffed by first and second year veterinary medicine students, with support from faculty psychologist Steven Lucero. The Hotline phone is staffed Monday – Thursday from 5-7 p.m. Callers may leave voice mail at other times and students will return calls. Emailed questions may be sent at any time. Pet Loss Hotline: (435) 757-4540, [petloss@usu.edu](mailto:petloss@usu.edu) .



Office of the Executive Vice President and Provost  
Noelle E. Cockett, Executive Vice President and Provost  
noelle.cockett@usu.edu • 435-797-1167

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06 March 2015

## Events, Actions, or Issues Since the Last Trustee's Meeting

The Merrill-Cazier Library's Instruction Program was recognized in the categories of Pedagogy, Outreach, and Assessment by the Association of College and Research Libraries Information Literacy Best Practices Committee. Especially noted were librarians' efforts in developing learning outcomes in partnership with academic faculty and the use of innovative approaches to teach information literacy.

Nora Eccles Harrison Museum of Art has had over 6,000 visitors since July 1, 2014 with a number of new university initiatives to increase learning opportunities to all USU students. One example is "Art + Eng Week," a collaboration with the College of Engineering that brought over 250 engineering students into the museum.

Mr. Elliot Corless and Mr. Mark Strong, undergraduate students in the Department of Chemistry and Biochemistry, were among roughly 25 Utah State University students who presented research to Utah legislators during the state's 2015 *Undergraduate Research Day on Capitol Hill* in Salt Lake City. Their research reflects the work they are pursuing in the lab of Dr. Edwin Antony, Assistant Professor of Biochemistry. His lab gives students the opportunity to learn about enzymatic processes that fuel DNA structure and function that, in turn, furthers understanding of the emergence of various cancers.

Utah State University-Online was recognized by *U.S. News & World Report* as the 13th ranked online bachelor's degree and graduate education program in the country for 2015. *U.S. News & World Report* is widely regarded as one of the preeminent college rankings reports. According to *U.S. News & World Report*, ranking criteria were based upon: student engagement, faculty credentials, peer reputation, student services, and technology. More than 200 universities were ranked and included private, public, and for-profit institutions.

The Science, Technology, Engineering, Education, and Mathematics (STE<sup>2</sup>M) Center staff members are providing evaluations for one of the two new Mathematics-Science Partnership grants awarded by the Utah State Office of Education. This grant, funded by the U.S. Department of Education, is a partnership between USU's Department of Mathematics and Statistics, and the Logan City and Rich County school districts. It will enhance the ability of elementary mathematics teachers to effectively boost struggling students' performance. The STE<sup>2</sup>M Center is also hosting important events for students in northern Utah. For instance, on January 10, the Center facilitated the qualifying tournament for the Utah First Lego League robotics state championships, and on March 21, the Center is hosting the Bridgerland Regional Science and Engineering Fair. Top placers from the fair will continue on to the Intel International Science and Engineering Fair, which will be held this May in Pittsburgh.

The School of Accountancy in the Jon M. Huntsman School of Business placed 21<sup>st</sup> out of 254 institutions in the 2014 Certified Public Accountant (CPA) Exam pass rate for large programs (more than 60 candidates), up from 30<sup>th</sup> in 2013. The CPA exam consists of four individual sections and the ranking is based on the percentage of students who pass all four sections the first time they take the exam. More than 75% of USU students passed all four sections the first time they took the exam.

The University Honors Program houses fourteen students that have been accepted to present their research at the National Council for Undergraduate Research Conference in April at Eastern Washington University. The program also won a \$1,000 Portz Grant from the National Collegiate Honors Council to help implement a new team-taught Think Tank class, which will focus on local solutions to agricultural sustainability problems in Cache Valley.

The Center for Women and Gender continues to sponsor and further develop Smart-Girl, an enrichment and prevention program for girls age 11 to 15. Under the direction of Konie Humphreys, Aggie Care coordinator, this program teaches girls skills to help them navigate this time in their lives while also preparing them for their future. Smart-Girl was introduced to three schools last year and has expanded to four. Four women, including the Aggie Care coordinator, have been certified to be Smart-Girl trainers. Two trainings for Smart-Girl mentors have already been offered and now 14 Smart-Girl mentors are in our community working as volunteers at local middle schools. Smart-Girl also boasts wonderful opportunities for USU students to become mentors and be trained as Smart-Girl guides. Furthermore, the first community Smart-Girl Camp will be held at Utah State University this June.

Dr. Richard Krannich, Professor of Sociology, has been appointed to a multidisciplinary national scientific committee organized by the Boston-based non-profit Health Effects Institute charged with developing a strategic plan to guide future research needed to understand the potential health and environmental impacts of unconventional oil and gas development. This committee, with funding from several private foundations, includes highly regarded experts in diverse fields of study to address this national challenge.

Dr. Charles Swenson, Professor of Electrical and Computer Engineering, was the principal investigator of the NASA Auroral Spatial Structures Probe (ASSP) mission that was successfully launched in late January. Six payloads built by Space Dynamics Laboratory were carried on a NASA sounding rocket that blasted off from the Poker Flat Research Range. The successful launch of the ASSP will enable scientists and satellite operators to better understand the energy processes during auroral activity in the thermosphere and its effects on satellites as they orbit Earth. Preliminary data from the probes during flight to the ground station indicate that they performed as designed. USU's involvement in the ASSP mission was covered by local media and included national exposure in *USA Today*, *Popular Science*, *Fox News*, *Washington Post*, and the *Huffington Post*.



**FACULTY SENATE REPORT TO THE BOARD OF TRUSTEES**  
**March 2015**

Submitted on behalf of Douglas Jackson-Smith, President of the Faculty Senate

The Utah State University Faculty Senate held its regularly scheduled meeting January 12th and February 2, 2015.

**EVENTS, ACTIONS OR ISSUES SINCE THE LAST TRUSTEES' MEETING:**

The Faculty Senate accepted the annual report from university committees and senate committees: Council on Teacher Education, Scholarship Advisory Board, Honorary Degrees and Awards Committee, and the Educational Policy Committee's monthly reports.

**KEY ISSUES AND ACTION ITEMS:**

- Approved Code Change 402.12.2 dealing with the election process and term limits of the Faculty Senate Committee on Committees.

The Faculty Senate approved education policy actions as follows:

- One hundred and thirty-nine requests for course actions.
- A request from the School of Applied Sciences, Technology and Education to restructure the Agricultural Systems Technology MS degree.
- A request from the Department of Engineering Education to discontinue the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern campuses.
- New language in the Records Hold Policy to bring it in alignment with current practice.
- New language in Grading Policy to clarify when final term grades must be submitted.
- Edits in Academic Standing Policy in sections "Semester GPA Warning", "Academic Warning", and "Academic Probation" regarding posting of a student's academic standing.
- A proposal to change policy language with respect to the International Baccalaureate Organization Awarding of Credit Policy.
- Approved General Education courses and Syllabi: HIST 4650 (DHA), WILD 5700 (CI), CMST 1330 (BSS, Jason Gilmore), HIST 3670 (CI, James Sanders), MUSC 1110 (BCA, Tim Chenette), THEA 1033 (BCA, Jason Spelbring), THEA 1513 (BCA, Matthew Stowe), THEA 1713 (BHU, Richie Call), USU 1300 (BAI, Jeff Bateman), MATH 2010 (QI), MATH 2020 (QI), PHIL 4300 (DHA, Charlie Huenemann), RELS/HIST 3020 (DHA, Ravi Gupta),
- Proposal from the Honors Program to create a "Global Engagement Scholar" transcript designation.

**CURRENTLY UNDER DISCUSSION OR CONSIDERATION:**

- AFT proposal to Code Section 407.6.4(1) dealing with statement of reason for non-renewal.
- AFT proposal to Code Section 407.6.2 which corrects a typographical error in the text.
- AFT proposal to Code Section 407.6.6(8) which corrects a typographical error.
- Proposed changes to Section 405 dealing with several minor changes clarifying the role of the Provost in approving role statements, allowing an annual work plan for faculty located on the RC and Eastern Campuses, clarifying that the annual P&T letter generated by the department head should not be used as the annual review letter for merit pay for tenure-eligible faculty, and clarification that a joint letter from the academic and regional campus (RC) deans or chancellor would be allowable during the evaluation and recommendation phase of the promotion and tenure process.
- Proposal to Code Section 405.2.2(1), 405.5.2 (1), and 405.10.1(1) to include language about mentoring students inside and outside the classroom.
- Proposal to Code Section 405.12 relating to overhaul of Post-Tenure Review process. Outline of proposal approved by Faculty Senate on January 12, 2015. PRPC drafting code language for review by AFT, BFW, and FEC committees in March and by full faculty senate in April.

**UPCOMING EVENTS, ACTIONS AND ISSUES:**

- The Faculty Senate elections will shortly be under way.

## **Professional Employee Association**

**PEA President:** Marci Smith  
**Telephone:** (435) 797-1112  
**E-Mail:** marci.smith@usu.edu  
**Date:** February 3, 2015



### **Events, Actions or Issues since last Trustee's Meeting**

Attending and participating with UHESA quarterly meetings.

Serving on Grievance committees

Selecting Recipient for Employee of the Quarter award (January-March)

Contact local legislatures

PEA Holiday Open House set for December 18, 2014 – was successful and well attended

### **Upcoming Events, Activities, or Issues**

- PEA Employee Appreciation Luncheon date set for May 19, 2015 - planning underway

Media Highlights (December 2014 – January 2015):

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USU Eastern Nursing Instructor Nationally Recognized –  
Deseret News – December 2, 2014



A Utah State University Eastern nursing instructor recently received the Breakthrough Leaders in Nursing award from the Future of Nursing: Campaign for Action, a joint initiative of AARP and the Robert Wood Johnson Foundation. Danielle Howa Pendergrass is one of 10 recipients of the national leadership award recognizing her, in part, for work that led to changes in Utah's Medicaid reimbursement policy and opened greater access to care for Utah women and girls. "I could not be more honored," Pendergrass said. "It's a really exciting award that comes with a ton of responsibility."

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Utah State University - Online Makes Jump In Annual Rankings To #13 –  
Good4Utah.com – January 07, 2015

Utah State University-Online was recognized by U.S. News & World Report as the 13th ranked online bachelor's degree and graduate education program in the country. [U.S. News & World Report](#) is widely regarded as one of the preeminent college rankings reports. . . . "We have made great strides to become Utah's premier online university, and in doing so we have also become one of the top-rated online programs in the country," said Robert Wagner, Utah State University's executive vice provost and dean for Academic and Instructional Services. "The university views online course and degree delivery as an integral part of higher education's future. We understand the demands of our consumer students for flexibility and choices when it comes to pursuing a college degree."



Utah State's Stew Morrill to Retire –  
ESPN – January 10, 2015



Utah State coach Stew Morrill is retiring after the season, the school announced Friday. "I have coached for 40 years, 29 as a head coach and 17 of those years have been at Utah State," said Morrill in a statement. "I know it's the right time to make this decision. I am looking forward to some new freedoms and bugging my wife Vicki on a daily basis." "Many thanks to university president Stan Albrecht, vice president and director of athletics Scott Barnes,

all of my assistants through the years, all the young men who have played for me as their coach, and of course the wonderful boosters and fans who have supported our program.

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NASA Rockets to Explore the Northern Lights –  
USA Today – January 13, 2015

The aurora borealis, one of nature's most spectacular displays, will get a visit from several unmanned NASA research rocket probes in Alaska over the next couple of weeks. The missions will look at the roles the aurora plays in Earth's weather and their impact on the planet's atmosphere. Though not the first rocket probes into an aurora, these "will give us a wealth of information that we have not had previously," said Charles Swenson, a Utah State University professor of electrical and computer engineering. Swenson is the principal investigator for one of the probes, known as the Auroral Spatial Structures Probe (ASSP).



Posters on the Hill –  
Fox 13 Utah – January 30, 2015



Students from the University of Utah and Utah State University did more than give a class presentation today. They presented their research projects at the state capitol. The two public universities joined together for research posters on the hill; giving a total of 50 undergrad students a chance to demonstrate their findings across a broad spectrum of disciplines. Organizers say the event helps law makers and the public see the value of supporting academic research.

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USU President Albrecht, Colleagues Reflect On Decade at University –  
Herald Journal – January 31, 2015

As president of Utah State University, Stan Albrecht has learned to take criticism in stride. . . . Albrecht came to office on Feb. 1, 2005, after serving as Kermit Hall's provost. The two men had competed against each other for USU's presidency in 2000, with Hall winning out but giving Albrecht the provost job. As USU looked to hire its 15th president, Albrecht received a "groundswell" of support from the USU community, and the Board of Regents — Utah's higher education governing board — agreed not to conduct a national search. . . . Ten years in, Albrecht says he's still motivated to be USU president.





**Vice President for Research and  
Dean of the School of Graduate Studies**



Name: Mark R. McLellan  
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Date: January – February 2015

***Events, Actions or Issues Since Last Trustee's Meeting:***

- **Extra Service Compensation Policy – Status Update**  
The Extra Service Compensation Policy (#376) revision dated December 26, 2014 was approved by President's Executive Committee on January 28, 2015 and is now forwarded to the the Board of Trustees for approval. The associated policy forms and procedural steps are near to finalized and will be available to the university community with in a few weeks.
- **USU Institutional Review Board:** True Rubal, IRB Administrator, will retire the end of February 2015. Nicole Vouvalis has been hired as IRB Director to oversee this important role for USU. Ms. Vouvalis received her J.D. from Florida State University.
- **Office of Research and Graduate Studies**
  - 1) Farm Foundation Meetings (Jan. 7-8)
  - 2) Research Council (Jan. 22)
  - 3) NAREEE bi-monthly teleconferences
  - 4) Training for Research Faculty (TRF) - Topic: NSF Guest Speaker (Feb. 19)
  - 5) FDA Science Board bi-monthly teleconferences
  - 6) NAREEE Citrus Disease Subcommittee bi-monthly teleconferences
  - 7) FDA Science Board Meeting in DC (Mar. 3-5)
  - 8) Jeff Broadbent @ ORAU Big Data Meetings in Tennessee (Mar. 3-5)

***Future Events, Actions, or Issues:***

- Research Council (Mar. 26)
- FDA Science Board Meetings (Mar. 30–Apr.1)
- Research Week (Apr. 6-10)
- USU Sunrise Session in Salt Lake featuring Dr. Mac McKee, Utah Water Research Laboratory (May 15)

## STUDENT SERVICES

Name: James D. Morales  
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Date: February 17, 2014

### Focus of Student Services

As a standard part of this report, a page will be included providing updates on enrollment and recruitment activities. The first page of this report will focus on programs and activities relating to the efforts being provided by the many outstanding and supportive departments within the Division of Student Services.

### Department Reports

#### *Counseling and Psychological Services (CAPS) Summary 2013-2014*

As USU redefines the structure of distance learning, counseling services are now being extended to students statewide. As a result, CAPS is working side by side with Student Service Division and Regional Campus leaders to explore effective service delivery models. State and national trends are also evident on campus as the number of consultations, individual and group sessions as well as assessments escalate. For example:

#### Student seen (8/15/2013 to 12/31/2013):

Crisis Appointments = 33  
Initial Consultation = 220  
Individual Counseling = 139  
Learning Disability Assessments = 31

#### Students seen (8/15/2014 to 12/31/2014):

Crisis Appointments = 114  
Initial Consultation = 429  
Individual Counseling = 227  
Learning Disability Assessments = 58

#### Accomplishments

1. **APA Site Visit/Accreditation** - Of major significance, was the internship accreditation site visit (every seven years) preceded by the extensive self-study organized by our internship coordinator. At the end of the site visit, the verbal feedback was extremely positive and complimentary and USU CAPS has achieved re-accreditation.
2. **Publication** of outcome research in a national journal. MacFarlane, I. M., Henry, C. L., Nash, T., Kissel, S., & Bush, D. (2014). Clinical Utility of the CCAPS, CAS, and OQ-45. *Journal of College Student Psychotherapy*.
3. Organization of **support group for veterans**. Two interns organized and implemented an outreach project to provide support for an increasing number of veterans at USU.
4. Implementation of **on-line client satisfaction survey**. To simplify data collection and analyses, the semiannual client satisfaction survey was administered on-line and a record number of students responded to the survey.
5. **Housing newsletter**- After meeting with every housing unit on campus, one of our interns produced an on-line newsletter for housing residents to assist with common student concerns. A power point presentation is also on-line.
6. **Diversity Training**- With the financial support of the division, a one day training seminar dedicated to diversity awareness was facilitated by a group from SLC and select members of the division joined the CAPS staff for a day to better understand and respond to diversity needs.

#### Center Goals

With partial funding from Distance Education, CAPS is now serving students on the Brigham City campus two evenings a week and electronic consultation with students, faculty and staff at regional campuses is underway. Learning disability evaluations have been completed for more than ten distance students within the past five months.

Funding for a fourth intern has been restored and benefits consistent with ACA will be provided future interns. A formula for equity pay has been proposed, instrumental in keeping the CAPS Assessment Coordinator at USU. An additional staff psychologist will be sought to replace the Distance Education Specialist.

**Disability Resource Center**

**Mission Statement:** The mission of the Disability Resource Center (DRC) is to provide persons with disabilities equal access to university programs, services, and activities. This is accomplished by fostering an environment which supports the understanding and acceptance of persons with disabilities throughout the university community and through the provision of reasonable and appropriate accommodations. The DRC affirms the right of persons with disabilities to obtain access in a manner promoting dignity and independence.

**Students Served in 2014:**

- 1,757 Total Students
- 602 New Students

**Direct Services (Accommodations) Provided in 2014:**

- Number of Accommodated Tests..... 4,102
- Hours of Sign Language Interpreting..... 1,586
- Hours of Transcription Service ..... 1,415
- Number of Classes with Note Takers ..... 319
- Number of Books Converted to an Alternate Format ..... 159

**Meeting Accessibility Challenges**

The ever-increasing use of online technologies for course delivery has presented a host of new accessibility challenges. Over the past few years, the Department of Justice has asked Universities to proactively ensure that all online materials are accessible. In partnership with USU’s Center for Innovative Design and Instruction (CIDI) the DRC has conducted a comprehensive accessibility audit of all digital course materials hosted in Canvas. The results of that accessibility audit have allowed the DRC and CIDI to begin implementing processes to ensure that all students have equal access to all of the online materials offered through USU.

**Enrollment Summary Information (Feb 5, 2015)**

**Logan Campus Domestic Admissions Applications**

	Fall 2015			Fall 2014		
	Applications	Admits	% Admitted	Applications	Admits	% Admitted
<b>Total</b>	12,878	8,816	68%	11,088	8,329	75%
<b>Freshman</b>	11,791	8,425	71%	10,037	7,927	79%
<b>Transfer</b>	1,087	391	36%	1,051	402	38%

**Logan Campus International Admissions Applications**

	Fall 2015			Fall 2014		
	Applications	Admits	% Admitted	Applications	Admits	% Admitted
<b>Total</b>	107	31	29%	98	1	1%
<b>Freshman</b>	100	26	26%	97	0	0%
<b>Transfer</b>	7	5	71%	1	1	100%

**Highlights:**

- 1) Applications (to date) for fall 2015 have increased by approximately 1,800 from fall 2014.
- 2) Of the approximate 1,800 increase, just over 900 are returning from deferment.
- 3) Domestic application increase of NEW applications up 7% in-state and 13% out-of-state.
- 4) International Admits up due to changes in the admissions process. Changes were made to respond to applicants quickly.

**Spring 2015 Recruitment and Events**

- January to April- Idaho High School Tour and Follow Up Visits
- January to March- USU Basketball games
- January to February- Transfer Open Houses- SLCC, Snow College, USU Eastern, WWCC
- January 10- Transfer Leadership Experience
- February- Ambassador Selection
- February 21- Ultimate Aggie Experience (underage leadership conference)
- February 27- Hispanic Leadership Conference
- March 27- A-Day (*admitted student day*) w/ the Scholars Experience (*Presidential, Deans and Scholar scholarship recipients*)
- April to May- Out-of-State Travel to CA, ID
- April- Scholarship Award nights

- June 15-18- USU Leadership Conference- expect 500-600 high school student government leaders
- Out-of-State Days- Feb 20, Mar 6
- Transfer Days- Feb 27, Mar 20, Apr 10

**Scholarships Fall 2015 to Date**

- **Academic Scholarships-** **Fall 2015- 4,132 awarded (1,148 of these are on NR Waivers)**  
Fall 2014- 3,036 awarded (704 of these are on NR Waivers)
- **Legacy Nonresident Waiver-** **Fall 2015- 465 awarded**  
Fall 2014- 224 awarded
- **WUE Program-** **Fall 2015- 345 applications**  
Fall 2014- 325 applications, 75 awarded
- **Need- Based Scholarship-** **Fall 2015- 313 applications\***  
Fall 2014- 462 applications
- **Involvement Scholarship-** **Fall 2015- 456 applications\***  
Fall 2014- 793 applications
- **Ambassador Program-** **Fall 2015- 630 applications (from 274 schools, 35 states, 15 countries)**  
Fall 2014- 537 applications (from 212 schools)
- **Legacy Resident Scholarship-Fall 2015- 613 applications\*\***

*\*New scholarship program was implemented to help fulfill recommendations from internal audit. There have been some challenges with the new system which has resulted in fewer applicants this year.*

*\*\*New scholarship for fall 2015 which is funded from the Utah license place program.)*

## Trustees Report, USU Eastern, February 2015

**Campus Life is Vibrant at Price and Blanding:** This month's Trustees Report showcases the exciting campus environment that USU Eastern's students enjoy, composed of athletic events, academic competitions, fine arts productions, etc.:

- The largest-ever basketball game attendance occurred at the Price Campus's annual **Fan Appreciation Night**, on February 6<sup>th</sup>. The basketball games were "nail-biters" – the women's basketball team lost by one point in overtime to Snow College, and the men's team won by one point in the final seconds of regular play. The students and the public enjoyed free admission, free food, prizes, academic displays, and t-shirt giveaways. Simultaneously, 275 high school seniors from Salt Lake County were hosted on campus overnight for an "Eagle Experience," basketball games, and campus tour.
- The Blanding Campus's American Indian Science and Engineering Society (AISES) traveled to Washington DC and competed in a regional qualifying competition for **VEX Robotics**. Students remotely operated student-designed and student-programmed robots, completing a prescribed set of tasks. Blanding's team defeated the number-one ranked team in the nation, and finished third in this regional competition.
- During **Global Week** (February 2-6) Price students presented an African Dance Show, an Australian Lunch, a European Cultural Display, a Sushi-Making workshop, and a North-South American Cultural Display and Dance Show.
- During January and February, three different **Art Shows** have been displayed – a *Harrison Groutage Retrospective* at the Price Campus's Gallery East, a landscape show called *The Other Side of Utah* in the Prehistoric Museum Gallery, and *Out of Print*, a collection of prominent Utah print art at Gallery East.
- The Price Campus **Theatre** program presented the *MERCHANT OF VEGAS* in the College's historic Geary Theatre.

**New Position Further Integrates Advancement Functions:** When the College of Eastern Utah was a stand-alone community college, it operated its own advancement functions (alumni organization, fund raising, endowments, etc.). Since the time of the merger (2010) USU Eastern has worked to integrate its advancement functions with the University. In upcoming months, a restructuring of USU Eastern's advancement will integrate the organization further. A new Development Officer will replace a previous USU Eastern position, and this new officer will dual-report to the Vice President of Advancement and to the Chancellor. This new officer will have responsibility for advancement operations throughout Eastern Utah (including Vernal and Moab) and will spearhead efforts to better coordinate and leverage the University's advancement resources.

**Agreements in Place for Price Campus Soccer Field Development:** Through recent months, USU Eastern has sought approvals to collaborate with Carbon County to develop soccer fields on seven acres of undeveloped ground on the northeast side of the Price Campus (the Durrant Property). The agreement calls for the College to lease the property to the County for 20 years, and for the County to provide funding to build fields, electrical lighting, parking, restrooms, and storage. At present, all approvals have been obtained (Trustees, Regents, University, County, etc.), and construction is poised to begin within a month or two.



Office of the Student Body President  
Douglas Fiefia | (801) 808-4853  
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February 2014

## USUSA Trustees Report

### Government Relations Efforts

#### *Higher Education Day*

Several USUSA officers and members of President's Cabinet travelled to the Utah State Capitol on February 13 for the Utah Student Association Higher Education Day. The group discussed ways they can continue to support the Legislature, USHE, Board of Regents, and Institution Presidents to keep higher education affordable and accessible. The day was capped off with a resolution, drafted by the Utah Student Association, read on the floor of the Senate that day.

#### *Campus Cup /Aggie Ice Cream Day*

Aggie Ice Cream Day held at the Utah State Capitol will took place on February 18. USUSA officers, Government Relations Council members, and Big Blue passed out Aggie Ice Cream to state legislators that afternoon. USUSA also was presented the Campus Cup by former aggie, Lt. Govenor Cox. The cup was given to the student association who was able to register the most amount of students, faculty, staff, administration, and alumni on their campus. The USUSA registered nearly 1,000 voters to win the Campus Cup.

### Aggie Rec Center

The Aggie Rec Center is currently on budget and on schedule for an October 7 finish. The grand opening for students will be held November 19. USUSA officers took a tour of the building and are excited about the plans.

### Student Fee Board

The University Student Fee Board met throughout January and February hearing proposals for fee increases. The board recommended increases for USU Campus Recreation and the USU Marching Band.

### Elections Week 2015

The USUSA Elections Committee will be hosting Elections Week from February 23-26. More than 50 students declared candidacy for the 16 available positions. The new USU student body officers will be inaugurated in April.

### Baby Update

Melolini is now 20 months old and has as much attitude as a 16 year old teenager. She is definitely an Aggie and now her favorite thing to do is go to Aggie Basketball games to see big blue and sing the Scotsman. While other kids are learning nursery rhymes and children songs, she is learning Aggie Fight Songs.

## **ACTION AGENDA**

**March 6, 2015**

1. ASTE Restructure MS Degrees in AEE & FCSE  
*Department of Applied Sciences, Technology and Education proposes restructuring the Agricultural Systems Technology Master of Science degree into two degrees: (1) Agricultural Extension and Education and (2) Family and Consumer Science Education and Extension.*
2. EED Discontinue APE  
*Department of Engineering Education proposes discontinuing the Associates of Pre-Engineering (APE) at the Regional Campuses and USU Eastern.*
3. Refunding of Research Revenue Bonds – Series 2009A
4. Proposed Ground Lease for Mixed-Use Development
5. Review and Approval of the Athletic Department Agreed-Upon Procedures for the Year Ended 30 June 2014
6. Proposal to Modify and/or Implement New Student Fees at Utah State University
7. Proposal to increase differential tuition for the College of Engineering
8. Proposal to implement differential tuition for the Landscape Architecture and Environmental Planning
9. Proposal to increase differential tuition for the Jon M. Huntsman School of Business

**ITEM FOR ACTION**

Utah State University's Department of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences proposes restructuring the Agricultural Systems Technology Master of Science degree into two degrees: Agricultural Extension and Education and Family and Consumer Sciences Education and Extension in the manner described below.

**EXECUTIVE SUMMARY**

The Department of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences proposes restructuring the Agricultural Systems Technology Master of Science degree into two degrees: Agricultural Extension and Education and Family and Consumer Sciences Education and Extension.

**RECOMMENDATION**

The President and Provost recommend that the Board of Trustees approve the proposal for restructuring the Agricultural Systems Technology Master of Science degree into two degrees: Agricultural Extension and Education and Family and Consumer Sciences Education and Extension in the College of Agriculture and Applied Sciences' Department of Applied Sciences, Technology and Education.



RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences proposes restructuring the Agricultural Systems Technology Master of Science degree into two degrees: Agricultural Extension and Education and Family and Consumer Sciences Education and Extension, and

WHEREAS, The proposal will not affect existing administrative structures or existing facilities and will have essentially no impact on faculty and staff, and will not require additional resources, and

WHEREAS, The proposal has been approved by the academic dean, the Educational Policies Committee, and the USU Faculty Senate, and

WHEREAS, The proposal has been approved by the President and Provost of Utah State University;

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal for restructuring the Agricultural Systems Technology Master of Science degree into two degrees: Agricultural Extension and Education and Family and Consumer Sciences Education and Extension in the College of Agriculture and Applied Sciences' Department of Applied Sciences, Technology and Education and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

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DATE

## **Restructuring the Agricultural Systems Technology - Master of Science Degree into two degrees:**

**Agricultural Extension and Education - Master of Science Degree**

**AND**

**Family and Consumer Sciences Education and Extension - Master of Science Degree**

**08/15/2014**

### **Section I: Request**

The School of Applied Sciences, Technology and Education is requesting changes to the existing Agricultural Systems Technology - Master of Science Degree. Currently this degree offers three areas of specialization. This R401 application seeks to collapse two of the specializations, (1) Agricultural Extension Education and (2) Secondary and Postsecondary Agricultural Education, into one Master of Science degree titled: Agricultural Extension and Education. The current third area of specialization in Family and Consumer Sciences would become the Master of Science degree in Family and Consumer Sciences Education and Extension. These proposed changes will not impact or require changes to instructional activities or course offerings.

### **Section II: Need**

This degree restructuring and resulting name changes are needed for the following reasons: (1) the proposed names are more congruent with degrees offered in these areas at other institutions, regionally and nationally. Based on Internet searches, all but one western state (WA) offers a degree using "education" in the title for similar agricultural education and extension degrees. In addition, all states offering a graduate degree in the area of Family and Consumer Sciences Education do not use agriculture or systems in their graduate titles; (2) as most institutions use similar titles, these proposed titles are what potential students use when searching for degree offering institutions; (3) these titles are more descriptive of the course work and program; (4) these titles are reflective of the type of employment graduates are prepared for upon graduation; and (5) marketing and recruiting with these more descriptive titles allows prospective students to easily recognize the graduate programs.

### **Section III: Institutional Impact**

It is anticipated that this restructuring (division of a general degree name into two more specific degree names) will increase enrollment in the graduate degree programs as the degrees will be easily found/returned with online searches. These two MS programs will provide graduates with the advanced degrees for teaching in secondary and post-secondary institutions and/or meet the graduate degree requirements for employment as a university Extension educator. The name changes in this degree program will not affect the administration, structure, faculty or staff within the School of Applied Sciences, Technology and Education. No additional physical facilities, modifications to facilities, or equipment will be needed. The current "specialization" courses will become the required courses for the specific degrees. For a side-by-side comparison, see the attached list of courses for the current and proposed degree programs in Tables 1 and 2 that accompany this document.

#### **Section IV: Finances**

The proposed degree title will not incur any costs or savings; however this change has the potential to increase revenue.

#### **Section V: Program Curriculum**

This section does not apply to this request.

School of Applied Sciences, Technology and Education  
 Master of Science Degree Program Courses

**30 Credits Required**

Courses are available on campus as well as through interactive broadcast to USU Regional Campuses and Centers throughout Utah. Some courses may be delivered completely online. Most students in this graduate program complete two courses (6 credits) per semester and students who follow this course completion schedule can graduate in approximately 2 years (6 semesters).

**Table 1: Current and Proposed Courses: Agricultural Extension and Education**

Current Agriculture Systems Technology Degree (leading to Extension or Education Specialization)	Proposed Agricultural Extension and Education - Master of Science Degree
<p>Foundation Core Required Courses (6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6160 - Foundations of Adult Education (F even years)</li> <li>• FCSE 6180 - Administration and Program Planning (F odd years)</li> </ul>	<p>Foundation Core Required Courses (6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6160 - Foundations of Adult Education (F even years)</li> <li>• FCSE 6180 - Administration and Program Planning (F odd years)</li> </ul>
<p>Research Core Required Courses (Select 6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6100/TEE 6750 - Research Methods (ASTE 6100 F odd, TEE 6750 Su even; Prerequisite: STAT 2000, STAT 3000, SOC 3120, or PSY 2800)</li> <li>• STAT 5200 - Experimental Design (Sp; Prerequisite: STAT 2000, or STAT 3000)</li> <li>• ASTE 6120 - Data Analysis (Sp; Prerequisite: ASTE 6100, TEE 6750, or STAT 5200)</li> <li>• ASTE 6170 - Program Evaluation (Su odd; Prerequisite: ASTE 6100, ASTE 6140, TEE 6750, or STAT 5200)</li> </ul>	<p>Research Core Required Courses (Select 6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6100/TEE 6750 - Research Methods (ASTE 6100 F odd, TEE 6750 Su even; Prerequisite: STAT 2000, STAT 3000, SOC 3120, or PSY 2800)</li> <li>• STAT 5200 - Experimental Design (Sp; Prerequisite: STAT 2000, or STAT 3000)</li> <li>• ASTE 6120 - Data Analysis (Sp; Prerequisite: ASTE 6100, TEE 6750, or STAT 5200)</li> <li>• ASTE 6170 - Program Evaluation (Su odd; Prerequisite: ASTE 6100, ASTE 6140, TEE 6750, or STAT 5200)</li> </ul>
<p>Thesis- Required (6 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6970 - Research and Thesis (6 credits - Complete a research thesis that will be presented to your department and defended to your committee.)</li> </ul>	<p>Thesis- Required (6 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6970 - Research and Thesis (6 credits - Complete a research thesis that will be presented to your department and defended to your committee.)</li> </ul>
<p>Current requirements continued on next page.</p>	<p>Subtotal: 18 Credits          Proposed requirements continued on next page.</p>

<p><b>Current Specializations (two)</b></p> <p><b>1. Agricultural Extension Education</b> (12 credits, each course is 3 credits - a minimum of 3 of the following courses recommended):</p> <ul style="list-style-type: none"> <li>• ASTE 6200 - Principles and Practices of Extension Education (Sp odd years)</li> <li>• ASTE 6220 - Volunteer Programs and Partnerships (Su even years)</li> <li>• ASTE 6260 - Environmental Impacts of Ag Systems (F)</li> <li>• FCSE 6950 - Graduate Internship (required) (F, Sp, Su)</li> <li>• ASTE 7500 - Diffusion of Innovations (Sp even years)</li> </ul> <p><b>2. Agricultural Education</b> (12 credits, each course is 3 credits - a minimum of 3 of the following courses recommended):</p> <ul style="list-style-type: none"> <li>• ASTE/FCSE 6300 - Advanced Teaching Strategies (Su even years)</li> <li>• ASTE/FCSE 6320 - Classroom Management (F even)</li> <li>• TEE 6090 – Program Design (Sp odd years)</li> <li>• ASTE/FCSE 6380 - Mentoring and Supervision (F odd years)</li> </ul>	<p><b>Proposed Agricultural Extension and Education (Select 12 credits, each course is 3 credits)</b></p> <ul style="list-style-type: none"> <li>• ASTE 6200 - Principles and Practices of Extension Education (Sp odd years)</li> <li>• ASTE 6220 - Volunteer Programs and Partnerships (Su even years)</li> <li>• ASTE 6260 - Environmental Impacts of Ag Systems (F)</li> <li>• FCSE 6950 - Graduate Internship (required) (F, Sp, Su)</li> <li>• ASTE 7500 - Diffusion of Innovations (Sp even years)</li> <li>• ASTE/FCSE 6300 - Advanced Teaching Strategies (Su even years)</li> <li>• ASTE/FCSE 6320 - Classroom Management (F even)</li> <li>• TEE 6090 – Program Design (Sp odd years)</li> <li>• ASTE/FCSE 6380 - Mentoring and Supervision (F odd years)</li> </ul> <p>Total: 30 Credits</p>
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**Table 2: Current and Proposed Courses - Family and Consumer Sciences Education and Extension**

<b>Current Agriculture Systems Technology Degree Requirements</b> (leading to Family and Consumer Sciences Specialization)	<b>Proposed Family and Consumer Sciences Education and Extension - Master of Science Degree</b>
<p>Foundation Core Required Courses (6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6160 - Foundations of Adult Education (F even years)</li> <li>• FCSE 6180 - Administration and Program Planning (F odd years)</li> </ul> <p>Research Core Required Courses (Select 6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6100/TEE 6750 - Research Methods (ASTE 6100 F odd, TEE 6750 Su even; Prerequisite: STAT 2000, STAT 3000, SOC 3120, or PSY 2800)</li> <li>• STAT 5200 - Experimental Design (Sp; Prerequisite: STAT 2000, or STAT 3000)</li> <li>• ASTE 6120 - Data Analysis (Sp; Prerequisite: ASTE 6100, TEE 6750, or STAT 5200)</li> <li>• ASTE 6170 - Program Evaluation (Su odd; Prerequisite: ASTE 6100, ASTE 6140, TEE 6750, or STAT 5200)</li> </ul> <p>Thesis- Required (6 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6970 - Research and Thesis (6 credits - Complete a research thesis that will be presented to your department and defended to your committee.)</li> </ul> <p>Current requirements continued on next page.</p>	<p>Foundation Core Required Courses (6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6160 - Foundations of Adult Education (F even years)</li> <li>• FCSE 6180 - Administration and Program Planning (F odd years)</li> </ul> <p>Research Core Required Courses (Select 6 credits, each course is 3 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6100/TEE 6750 - Research Methods (ASTE 6100 F odd, TEE 6750 Su even; Prerequisite: STAT 2000, STAT 3000, SOC 3120, or PSY 2800)</li> <li>• STAT 5200 - Experimental Design (Sp; Prerequisite: STAT 2000, or STAT 3000)</li> <li>• ASTE 6120 - Data Analysis (Sp; Prerequisite: ASTE 6100, TEE 6750, or STAT 5200)</li> <li>• ASTE 6170 - Program Evaluation (Su odd; Prerequisite: ASTE 6100, ASTE 6140, TEE 6750, or STAT 5200)</li> </ul> <p>Thesis- Required (6 credits)</p> <ul style="list-style-type: none"> <li>• ASTE 6970 - Research and Thesis (6 credits - Complete a research thesis that will be presented to your department and defended to your committee.)</li> </ul> <p>Subtotal: 18 Credits Proposed requirements continued on next page.</p>

<p><b>Current Specialization</b></p> <p><b>Family Consumer Sciences and Education and Extension (12 credits, each course is 3 credits):</b></p> <p>Extension Track (select 12 credits, each course is three credits unless noted otherwise)</p> <ul style="list-style-type: none"> <li>• ASTE 6200 - Principles and Practices of Extension Education (Sp odd years)</li> <li>• ASTE 6220 - Volunteer Programs and Partnerships (Su even years)</li> <li>• ASTE 6260 - Environmental Impacts of Ag Systems (F)</li> <li>• FCSE 6950 - Graduate Internship (required) (1-6 credits F, Sp, Su)</li> <li>• ASTE 7500 - Diffusion of Innovations (Sp even years)</li> </ul> <p>Education Track (a minimum of 3 of the following courses recommended, each course is three credits)</p> <ul style="list-style-type: none"> <li>• ASTE/FCSE 6300 - Advanced Teaching Strategies (Su even years)</li> <li>• ASTE/FCSE 6320 - Classroom Management (F even years)</li> <li>• TEE 6090 – Program Design (Sp odd)</li> <li>• ASTE/FCSE 6380 - Mentoring and Supervision (F odd years)</li> </ul>	<p><b>Proposed Family and Consumer Sciences Education and Extension (12 credits, each course is 3 credits):</b></p> <p>Extension Track (select 12 credits, each course is three credits unless noted otherwise)</p> <ul style="list-style-type: none"> <li>• ASTE 6200 - Principles and Practices of Extension Education (Sp odd years)</li> <li>• ASTE 6220 - Volunteer Programs and Partnerships (Su even years)</li> <li>• ASTE 6260 - Environmental Impacts of Ag Systems (F)</li> <li>• FCSE 6950 - Graduate Internship (required) (1-6 credits F, Sp, Su)</li> <li>• ASTE 7500 - Diffusion of Innovations (Sp even years)</li> <li>• Elective</li> </ul> <p>Education Track (select 12 credits, each course is three credits)</p> <ul style="list-style-type: none"> <li>• ASTE/FCSE 6300 - Advanced Teaching Strategies (Su even years)</li> <li>• ASTE/FCSE 6320 - Classroom Management (F even years)</li> <li>• TEE 6090 – Program Design (Sp odd)</li> <li>• ASTE/FCSE 6380 - Mentoring and Supervision (F odd years)</li> <li>• Elective</li> </ul> <p>Total: 30 Credits</p>
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6 March 2015

### **ITEM FOR ACTION**

Utah State University's Department of Engineering Education in the College of Engineering proposes to discontinue the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern Campuses in the manner described below.

### **EXECUTIVE SUMMARY**

The Department of Engineering Education in the College of Engineering proposes the discontinuation of the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern Campuses.

### **RECOMMENDATION**

The President and Provost recommend that the Board of Trustees approve the proposal for discontinuing the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern Campuses in the College of Engineering's Department of Engineering Education.



RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Engineering Education in the College of Engineering proposes the discontinuation of the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern campuses, and

WHEREAS, The proposal will allow resources to be used more effectively in other programs and will reassign current faculty, and

WHEREAS, The proposal has been approved by the academic dean, the Educational Policies Committee, and the USU Faculty Senate, and

WHEREAS, The proposal has been approved by the President and Provost of Utah State University;

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal for discontinuing the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern campuses in the College of Engineering's Department of Engineering Education and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

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DATE

**Program Request - Abbreviated Template**  
**Utah State University**  
**Discontinuation of the Associates of Pre-Engineering Degree (APE)**  
**01/8/2015**

**Section I: Request**

This request is to discontinue the Associates of Pre-Engineering (APE) degree at the Regional and USU Eastern campuses. The number of students pursuing this degree has been very limited and it is not cost effective to continue the program.

**Section II: Need**

The APE degree was developed so non-traditional students could complete required courses for admission into the professional baccalaureate engineering program at USU offered on the Logan campus. Since the initiation of the APE program, student enrollments in the APE program have not met expectations. These low enrollments have translated into inefficient use of engineering faculty time and effort in support of the APE program.

**Section III: Institutional Impact**

APE courses offered at the Regional Campuses and USU Eastern will be discontinued and those resources will be used more effectively in other programs. All APE courses will continue to be offered on the USU Logan campus and some will even be available in an online format for students to take virtually anywhere. Faculty presently part of the APE will be reassigned.

All students who have completed ENGR 2010 (Statics) or ECE 2250 (Circuits I) will have the opportunity to complete the APE degree within two years after discontinuation of the program.

**Section IV: Finances**

There will be no cost savings anticipated as the current resources will be redirected to more successful and larger enrollment engineering programs at USU.

6 March 2015

**ITEM FOR ACTION**

**RE:** Refunding of Research Revenue Bonds, Series 2009A

This request to refund all eligible Research Revenue Bonds, Series 2009A is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

Approximately \$15 million of the Utah State University Research Revenue Bonds, Series 2009A are eligible for a one-time advanced refunding. Based on current interest rates, analysis shows that it would be advantageous for USU to refund the eligible Series 2009A bonds.

**RECOMMENDATION**

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the refunding of all eligible Utah State University Research Revenue Bonds, Series 2009A.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, Approximately \$15 million of the Utah State University Research Revenue Bonds, Series 2009A are eligible for a one-time advanced refunding; and

WHEREAS, Based on current interest rates, analysis shows that it would be advantageous for USU to refund the eligible portion of the Series 2009A bonds:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the refunding of all eligible Utah State University Research Revenue Bonds, Series 2009A.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

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Date

# State Board of Regents of the State of Utah

Utah State University

\$15,170,000 Research Revenue Refunding Bonds, Series June 3, 2015

(Refund Series 2009A)

## Gross Debt Service Comparison

Date	Principal	Coupon	Interest	New D/S	OLD D/S	Savings	Fiscal Total
06/03/2015	-	-	-	-	-	-	-
12/01/2015	5,000.00	2.000%	269,744.17	274,744.17	345,918.75	71,174.58	71,174.58
06/01/2016	-	-	272,725.00	272,725.00	345,918.75	73,193.75	-
12/01/2016	75,000.00	2.000%	272,725.00	347,725.00	345,918.75	(1,806.25)	71,387.50
06/01/2017	-	-	271,975.00	271,975.00	345,918.75	73,943.75	-
12/01/2017	75,000.00	2.000%	271,975.00	346,975.00	345,918.75	(1,056.25)	72,887.50
06/01/2018	-	-	271,225.00	271,225.00	345,918.75	74,693.75	-
12/01/2018	75,000.00	2.500%	271,225.00	346,225.00	345,918.75	(306.25)	74,387.50
06/01/2019	-	-	270,287.50	270,287.50	345,918.75	75,631.25	-
12/01/2019	1,080,000.00	2.500%	270,287.50	1,350,287.50	1,345,918.75	(4,368.75)	71,262.50
06/01/2020	-	-	256,787.50	256,787.50	320,918.75	64,131.25	-
12/01/2020	1,105,000.00	2.500%	256,787.50	1,361,787.50	1,370,918.75	9,131.25	73,262.50
06/01/2021	-	-	242,975.00	242,975.00	294,668.75	51,693.75	-
12/01/2021	1,130,000.00	3.000%	242,975.00	1,372,975.00	1,394,668.75	21,693.75	73,387.50
06/01/2022	-	-	226,025.00	226,025.00	267,168.75	41,143.75	-
12/01/2022	1,160,000.00	4.000%	226,025.00	1,386,025.00	1,417,168.75	31,143.75	72,287.50
06/01/2023	-	-	202,825.00	202,825.00	238,418.75	35,593.75	-
12/01/2023	1,225,000.00	4.000%	202,825.00	1,427,825.00	1,463,418.75	35,593.75	71,187.50
06/01/2024	-	-	178,325.00	178,325.00	213,153.13	34,828.13	-
12/01/2024	1,250,000.00	4.000%	178,325.00	1,428,325.00	1,463,153.13	34,828.13	69,656.26
06/01/2025	-	-	153,325.00	153,325.00	186,590.63	33,265.63	-
12/01/2025	1,295,000.00	3.000%	153,325.00	1,448,325.00	1,486,590.63	38,265.63	71,531.26
06/01/2026	-	-	133,900.00	133,900.00	158,640.63	24,740.63	-
12/01/2026	1,350,000.00	4.000%	133,900.00	1,483,900.00	1,533,640.63	49,740.63	74,481.26
06/01/2027	-	-	106,900.00	106,900.00	127,703.13	20,803.13	-
12/01/2027	1,395,000.00	4.000%	106,900.00	1,501,900.00	1,552,703.13	50,803.13	71,606.26
06/01/2028	-	-	79,000.00	79,000.00	95,640.63	16,640.63	-
12/01/2028	1,460,000.00	4.000%	79,000.00	1,539,000.00	1,595,640.63	56,640.63	73,281.26
06/01/2029	-	-	49,800.00	49,800.00	60,953.13	11,153.13	-
12/01/2029	1,225,000.00	4.000%	49,800.00	1,274,800.00	1,335,953.13	61,153.13	72,306.26
06/01/2030	-	-	25,300.00	25,300.00	31,468.75	6,168.75	-
12/01/2030	1,265,000.00	4.000%	25,300.00	1,290,300.00	1,356,468.75	66,168.75	72,337.50
<b>Total</b>	<b>\$15,170,000.00</b>	<b>-</b>	<b>\$5,752,494.17</b>	<b>\$20,922,494.17</b>	<b>\$22,078,918.81</b>	<b>\$1,156,424.64</b>	<b>-</b>

## PV Analysis Summary (Gross to Gross)

Gross PV Debt Service Savings	976,032.10
Transfers from Prior Issue DSR Fund	(1,683,737.50)
Amount deposited into new DSR Fund	1,630,650.00
Contingency or Rounding Amount	4,374.94
<b>Net Present Value Benefit</b>	<b>\$927,319.54</b>
Net PV Benefit / \$14,975,000 Refunded Principal	6.192%
Net PV Benefit / \$15,170,000 Refunding Principal	6.113%
<b>Average Annual Cash Flow Savings</b>	<b>(12,933.44)</b>

## Refunding Bond Information

Refunding Dated Date	6/03/2015
Refunding Delivery Date	6/03/2015

Ref 09A | SINGLE PURPOSE | 1/23/2015 | 9:24 AM

**ITEM FOR ACTION**

**RE: Proposed Ground Lease for Mixed-Use Development**

The proposed long-term ground lease to Goldenwest/USU Community Credit Union (USUCU/GW) for office/commercial development described below is submitted for Board of Trustees approval. The proposed action has received appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

Utah State University desires to enter into a long-term ground lease for the development of an office and commercial (credit union) building on a site currently occupied by a USU facility known as the Barn at approximately 700 North 900 East on the Logan campus (see attached drawing Exhibit A).

The new facility will provide office space for USU Advancement and Alumni Relations, a University Welcome Center, and credit union services available to the USU community.

The site for this new building was selected due to the central location and the need to replace the Barn due to significant infrastructure concerns including fire, egress, ADA, and the general uninhabitable condition. The Barn was originally built as a facility to house livestock and has limited functionality for office or academic space.

The new structure will be a two or three story office building with a portion of the main level allocated to the USU Credit Union and the remaining space to be occupied by USU at no cost.

The term of the ground lease will be for forty (40) years and may be renewed for two (2) additional five (5) year terms if mutually agreeable. All operational and maintenance costs associated with the new building will be the responsibility of USUCU/GW.

Ownership of the assets developed on University property will revert to USU at the end of the ground lease.

The proposed uses of this facility are proper and appropriate for the image and environment of USU. In addition, the ground lease agreement will be written to protect the interests of the University including institutional right to control facility appearance, parking rights, review and approval of external graphics and signage, and access to utility systems and roads.

**RECOMMENDATION**

The President and Vice President for Business and Finance recommend approval for USU to enter into a long-term ground lease with USUCU/GW subject to approval from the Board of Regents and verification by the Attorney General's Office that the contract documents comply with statutory provisions as to form and legal authority.

RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES

WHEREAS, Utah State University desires to enter into a long-term ground lease for the development of an office and commercial (credit union) building on a site currently occupied by a USU facility known as the Barn at approximately 700 North 900 East on the Logan campus (see attached drawing Exhibit A); and

WHEREAS, The new facility will provide office space for USU Advancement and Alumni Relations, a University Welcome Center, and credit union services available to the USU community; and

WHEREAS, The site for this new building was selected due to the central location and need to replace the Barn due to significant infrastructure concerns including fire, egress, ADA, and general uninhabitable condition; and

WHEREAS, The Barn was originally built as a facility to house livestock and has limited functionality for office or academic space; and

WHEREAS, The new structure will be a two or three story office building with a portion of the main level allocated to the USU Credit Union and the remaining space to be occupied by USU at no cost; and

WHEREAS, The term of the ground lease will be for forty (40) years and may be renewed for two (2) additional five (5) year terms if mutually agreeable; and

WHEREAS, All operational and maintenance costs associated with the new building will be the responsibility of USUCU/GW; and

WHEREAS, Ownership of the assets developed on University property will revert to USU at the end of the ground lease; and

WHEREAS, The proposed uses of this facility are proper and appropriate for the image and environment of USU; and

WHEREAS, In addition, the ground lease agreement will be written to protect the interests of the University including institutional right to control facility appearance, parking rights, review and approval of external graphics and signage, and access to utility systems and roads; and

WHEREAS, The President and Vice President for Business and Finance recommend approval for USU to enter into a long-term ground lease with USUCU/GW subject to approval from the Board of Regents and verification by the Attorney General's Office that the contract documents comply with statutory provisions as to form and legal authority:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby gives approval of USU entering into a long-term ground lease with USUCU/GW subject to approval from the Board of Regents and verification by the Attorney General's Office that the contract documents comply with statutory provisions as to form and legal authority.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

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DATE

EXHIBIT A





**ITEM FOR ACTION**

**RE:** Review and Approval of the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014

The external audit report for the Athletic Department is submitted to the Board of Trustees for consideration. The audit report has received the appropriate administrative review and approval.

**EXECUTIVE SUMMARY**

The State of Utah Auditor's Office prepared the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014.

The audit report is scheduled for review by the Board of Trustees Audit Committee on 6 March 2015. Prior to that meeting the Audit Committee received a copy of the final report.

**RECOMMENDATION**

The President, Vice President for Business and Finance, and the Audit Committee recommend that the Board of Trustees approve the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, The State of Utah Auditor's Office prepared the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014; and

WHEREAS, The audit report is scheduled for review by the Board of Trustees Audit Committee on 6 March 2015; and

WHEREAS, Prior to that meeting the Audit Committee received a copy of the final report; and

WHEREAS, The following individuals are members of the Utah State University Board of Trustees Audit Committee: J. Scott Nixon, Chairman; Ronald W. Jibson; Mark K. Holland; and Jody K. Burnett; and

WHEREAS, The President, Vice President for Business and Finance, and the Audit Committee recommend the Board of Trustees approve the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014;

NOW, THEREFORE, BE IT RESOLVED, That the Utah State University Board of Trustees hereby approves the Athletic Department Agreed-Upon Procedures Report for the Year Ended 30 June 2014.

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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

\_\_\_\_\_  
Date

Members of the Audit Committee:

J. Scott Nixon, Chairman

Ronald W. Jibson

Mark K. Holland

Jody K. Burnett

**ITEM FOR ACTION**

**RE:** A Proposal to Modify and/or Implement New Student Fees at Utah State University

**EXECUTIVE SUMMARY**

All general student fees are subject to Board of Regents approval in conjunction with the annual determination of tuition rates. The University has three different areas that assess these fees, and each area's recommendation is described here.

**Logan Campus**

The Student Fee Board for the Logan campus completed its review process and provided the President with its recommendations. The Board recommended increases totaling \$8.29 per semester, which is a 1.78% increase in general student body fees.

**RCDE**

Regional Campus & Distance Education requests no fee increases.

**USU-Eastern**

USU-Eastern is requesting a \$15 increase for both the Price and the Blanding campuses. Each campus has its own fee schedule, but the overall total fees are equal. This represents a 6.4% increase.

**RECOMMENDATION**

Based on the above proposals, the President recommends that the Board of Trustees approve the implementation of student fee changes and any new student fees effective Summer Semester 2015.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, All general student fees are subject to Board of Regents approval in conjunction with annual determination of tuition rates; and

WHEREAS, The Logan Campus Student Fee Board has approved a \$6.44 per semester increase for Campus Recreation and a \$1.05 per semester increase for the Music and Theater fee; and

WHEREAS, It is proposed that the Activity fee increase by \$0.40, and the Campus Recreation fee increase by an additional \$0.40, in adherence to the policy approved by the USU Board of Trustees, "If a university staff salary increase is approved by the university president and the state legislature, the Activity and Campus Recreation fee will automatically increase to provide for an equivalent salary increase for Student Involvement and Leadership Center and Campus Recreation employees;" and

WHEREAS, The Regional Campus and Distance Education system is requesting no changes in its student fees; and

WHEREAS, The Chancellor of USU Eastern has proposed a \$15 fee increase, representing a 6.4% change, for both the Price and Blanding campuses; and

WHEREAS, The Vice President for Business and Finance, the Vice President for Student Services, and the USU-Eastern Chancellor submit this recommendation and request approval by the Utah State University Board of Trustees; and

WHEREAS, The proposal has the approval of the President and Provost of Utah State University:

NOW THEREFORE BE IT RESOLVED, that the Utah State Board of Trustees hereby approve the implementation of student fee increases per semester effective Summer Semester 2015 and that this approval be forwarded to the Utah State Board of Regents of the Utah System of Higher Education for their approval.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

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DATE

**Attachment - Utah State University Student Fee Schedules  
Current and Proposed FY16**

**Logan Campus**

<b>Fee</b>	<b>Current</b>	<b>Proposed</b>	<b>Change</b>	
Activity	\$35.55	\$35.95	\$0.40	
Building	97.03	97.03	0.00	
Athletics	135.14	135.14	0.00	
Aggie Shuttle	20.92	20.92	0.00	
Health Services	42.45	42.45	0.00	
Computer Labs	63.51	63.51	0.00	
Campus Recreation	28.33	35.17	6.84	
Library	27.67	27.67	0.00	
Music & Theater	8.53	9.58	1.05	
Aggie Blue Bike	2.72	2.72	0.00	
Blue Goes Green	2.99	2.99	0.00	
<b>TOTAL</b>	<b>\$464.84</b>	<b>\$473.13</b>	<b>\$8.29</b>	<b>1.78%</b>

**RCDE**

<b>Fee</b>	<b>Current</b>	<b>Proposed</b>	<b>Change</b>	
Activity	\$34.26	\$34.26	\$0.00	
Building	58.67	58.67	0.00	
Technology	104.08	104.08	0.00	
Computer	45.03	45.03	0.00	
Instructional Delivery	104.08	104.08	0.00	
<b>TOTAL</b>	<b>\$346.12</b>	<b>\$346.12</b>	<b>\$0.00</b>	<b>0.00%</b>

**USU Eastern Price Campus**

<b>Fee</b>	<b>Current</b>	<b>Proposed</b>	<b>Change</b>	
Facilities	\$38.00	\$55.00	\$17.00	
Institutional Support	24.00	25.00	1.00	
Athletics	37.00	37.00	0.00	
EUSA	73.00	70.25	-2.75	
Student Services	63.00	62.75	-0.25	
<b>TOTAL</b>	<b>\$235.00</b>	<b>\$250.00</b>	<b>\$15.00</b>	<b>6.4%</b>

**USU Eastern Blanding Campus**

<b>Fee</b>	<b>Current</b>	<b>Proposed</b>	<b>Change</b>	
CEUSA Leadership	\$25.00	\$37.00	\$12.00	
Student Life	83.30	83.30	0.00	
Student Center Union	1.00	1.00	0.00	
Student Recruitment Initiative	1.50	4.50	3.00	
Computers	45.00	45.00	0.00	
Health & Wellness Center/Student	35.00	35.00	0.00	
Activity Card	1.00	1.00	0.00	
Library	11.20	11.20	0.00	
Early Childhood	2.00	2.00	0.00	
Distance Education Fee	30.00	30.00	0.00	
<b>TOTAL</b>	<b>\$235.00</b>	<b>\$250.00</b>	<b>\$15.00</b>	<b>6.4%</b>

## **ITEM FOR ACTION**

**RE:** A proposal to increase differential tuition for the College of Engineering

### **EXECUTIVE SUMMARY**

The goal of the College of Engineering (COE) is to prepare outstanding engineers and computer scientists to meet the challenges of a rapidly changing technological environment. The COE wants to provide the very best educational experience possible for students. The COE seeks to enhance the career opportunities of the undergraduate and graduate engineering students by continuing to develop the College's reputation as one of the best engineering programs in the intermountain west.

Over the past five years, the undergraduate enrollment in the College of Engineering has increased by over 500 students (30%). Funding has not kept pace with this increase in enrollment. A differential tuition increase is necessary to continue to improve the quality of the programs in the College of Engineering. Currently the college charges \$2 per credit hour for all courses for differential tuition.

The proposal calls for differential tuition to increase over a three year period. For upper-division, undergraduate courses (3000 – 5999), differential will increase to \$19 per credit hour in 2015-2016, to \$34 per credit hour in 2016-2017, and \$48 per credit hour in 2017-2018. For graduate level courses (6000 – 7999), the proposed differential tuition will increase to \$28 per credit hour in 2015-2016, to \$48 per credit hour in 2016-2017, and to \$69 per credit hour in 2017-2018. Thereafter, both undergraduate and graduate differential tuition will increase at the same percentage as Tier 1 tuition. Thesis and dissertation hours would not be charged differential tuition.

Beginning in 2015-2016, course fees will be eliminated for upper division and graduate level courses. The initial differential tuition increment of \$19 per credit hour was selected to be cost neutral to students for 2015-2016 by offsetting the average course fees paid by students enrolled in 3000 – 5999 courses. If this proposal is approved, the college will not request course fees for the 3000-7999 courses at a later date. With current enrollment trends, the increase in differential tuition will generate over \$950,000 for the College of Engineering.

### **RECOMMENDATION**

Based on the above proposal and approvals as indicated, the President, Provost, and Vice President for Business & Finance recommend that the Board of Trustees approves an increase of a differential tuition for the College of Engineering.

**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, Utah State University is proposing to increase differential tuition for certain courses in the College of Engineering, and

WHEREAS, The goal of the College of Engineering is to prepare outstanding engineers and computer scientists to meet the challenges of a rapidly changing technological environment, and

WHEREAS, The Engineering Student Senator and Engineering Student Council were briefed on the proposed differential tuition increase and, in general, the students understand the role differential tuition plays in offering them a high-quality, relevant engineering education to help better prepare them for the workforce, and

WHEREAS, The proposal calls for differential tuition for undergraduate, upper-division courses to increase to \$19 per credit hour beginning with the 2015-16 academic year, increasing to \$34 per credit hour the following year, and culminating at \$48 per credit hour in 2017-18, and

WHEREAS, The proposal calls for differential tuition for all graduate level engineering courses to increase to \$28 per credit hour beginning with the 2015-16 academic year, increasing to \$48 per credit hour the following year, and culminating at \$69 per credit hour in 2017-18, and

WHEREAS, The college will eliminate course fees for all upper division and graduate courses, and will not request new fees at a later date, and

WHEREAS, Differential tuition will increase at the same percentage as Tier 1 beginning in 2018-19, and

WHEREAS, The central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships, and

WHEREAS, The proposal has the approval of the President, Provost, and Vice President for Business & Finance of Utah State University:

NOW THEREFORE BE IT RESOLVED, That the Utah State Board of Trustees hereby approve the proposed differential tuition increase for the College of Engineering and that this approval be forwarded to the Utah State Board of Regents of the Utah State System of Higher Education for their approval.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

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Date

**Request for Differential Tuition  
College of Engineering  
Utah State University**

**Request**

Beginning in Academic Year 2015-2016, the College of Engineering at Utah State University seeks to increase differential tuition on all upper division undergraduate courses and on all graduate courses in the college.

**Rationale**

The goal of the College of Engineering is to prepare outstanding engineers and computer scientists to meet the challenges of a rapidly changing technological environment. We want to provide the very best educational experience possible for students. We seek to enhance the career opportunities of our undergraduate and graduate students by continuing to develop our reputation as one of the best engineering programs in the intermountain west. As the quality of our programs grows, so will our ability to more fully-achieve our mission:

To foster a diverse and creative learning environment that will empower students and faculty with the necessary knowledge and facilities to be national and international leaders in creating new technologies and services that will improve tomorrow's economy and environment.

The College currently charges a \$2 per credit hour differential tuition on all credits. Beginning in the Academic Year 2015-2016, the College seeks to increase differential tuition for upper division undergraduate courses and graduate courses. Over the past five years, the undergraduate enrollment in the College of Engineering has increased by over 500 students (30%). Spring Semester 2015, Mechanical Engineering has the largest undergraduate enrollment and Computer Science has the fifth largest undergraduate enrollment on the Logan Campus. Funding has not kept pace with this increase in enrollment. This additional differential tuition is necessary to continue to improve the quality of the programs in the College of Engineering. To prepare engineering and computer science students with technologically relevant experiences in a rapidly changing marketplace, we need:

- Courses that emphasize project-based learning including hands-on experiences
- State-of-the-art labs with modern equipment, hardware and software
- Rich capstone design experiences
- Specialized equipment for graduate research
- Improved recruiting programs to provide access for more students
- Improved retention programs including well-prepared tutors, teaching assistants and peer mentors and reasonable student-to-faculty ratios
- Expanded research opportunities and extramural projects for undergraduate and graduate students

Differential tuition will enhance the academic experience for our students, allow our students to realize their full intellectual potential and earn even more competitive salaries, and support more timely degree completion.



## **Detailed Request**

The College of Engineering (COE) proposes to increase differential tuition on all upper-division undergraduate courses and all graduate courses with departmental prefixes BENG, CEE, CS, ECE, ENGR, and MAE excluding thesis and dissertation hours. Cross-listed courses with other prefixes that are taught by COE faculty will be charged differential tuition as well. For a typical undergraduate engineering major, this tuition would apply to 9 to 12 credits of coursework per semester.

Differential tuition will be incrementally increased over a three year period. For upper-division undergraduate courses (3000 – 5999), the proposed differential is \$19 per credit hour in 2015-2016, \$34 per credit hour in 2016-2017, and \$48 per credit hour in 2017-2018. Thereafter, differential tuition will increase at the same percentage as Tier 1 rounded up to the nearest dollar. For graduate level courses (6000 – 7999), the proposed differential tuition is \$28 per credit hour in 2015-2016, \$48 per credit hour in 2016-2017, and \$69 per credit hour in 2017-2018. Thereafter, graduate differential tuition will increase at the same percentage as Tier 1 Tuition rounded up to the nearest dollar. Thesis and dissertation hours would not be charged differential tuition.

Beginning in 2015-2016, course fees will be eliminated for upper division and graduate level courses. The differential tuition increment of \$19 per credit hour was selected to be cost neutral to students for 2015-2016 by offsetting the average course fees paid by students enrolled in 3000 – 5999 courses. If the request for differential tuition is granted, the College will not request course fees for the 3000-7999 courses at a later date. With current enrollment trends, implementation of differential tuition will generate annually over \$950,000 for the College of Engineering.

The requested differential tuition is similar to that of the College of Engineering at the University of Utah where students enrolled in upper-division engineering courses for the 2014-2015 academic year were charged \$48.66 per credit hour and graduate students enrolled in 6000 or higher courses were charged \$69.00 per credit hour. The College of Engineering at the University of Utah was authorized differential tuition rates over five years ago and has seen continued enrollment increases since then.

In accordance with standard practice, the university's central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships. Similar considerations will be made for graduate tuition waivers.

## **Implementation**

The proposal is to incrementally increase differential tuition over a three year period to reach the same differential tuition that is required by the College of Engineering at the University of Utah for academic year 2014-2015. As differential tuition comes into play, course fees will be eliminated. The initial proposed differential tuition for academic year 2015-2016 of \$19 per credit hour was selected to be close to cost neutral for students. Basically differential tuition will replace the course fees in the first year of implementation.

## Differential Tuition Rates

### Undergraduate Classes (3000 to 5999) Per Credit Hour

2015-2016	\$19
2016-2017	\$34
2017-2018	\$48
2018+	Increases linked to Tier 1 tuition increases

### Graduate Classes (6000 to 7999) Per Credit Hour

	Total
2015-2016	\$28
2016-2017	\$48
2017-2018	\$69
2018+	Increases linked to Tier 1 tuition increases

## Oversight and Transparency

The College of Engineering will keep 20% of the differential tuition to support college-wide student experiences. The departments will keep 80% of the differential tuition to support specific programmatic needs.

At the undergraduate level, differential tuition will be used to:

- Support more timely degree completion by offering more required courses both fall and spring semester
- Improve learning by reducing class sizes
- Maintain and upgrade labs
- Enrich senior design and other courses with a heavy emphasis on project-based learning
- Hire more student-peer mentors, teaching assistants, and graders
- Support out-of-classroom experiences such as field trips and guest lecturers
- Provide resources for student identified projects

At the graduate level, differential tuition will be used for:

- MS and PhD students who need bridging-to-completion funds
- MS and PhD student travel to conferences and other professional development opportunities
- Support for specialized MS and PhD equipment
- Resources for projects identified by MS and PhD students

When the proposal for differential tuition is approved, the Dean will work with student leadership and faculty to appoint an oversight committee which will review the annual disposition of the funds generated by differential tuition. Members of the oversight committee will be posted on the college website.

The annual allocation of funds will also be posted to the college website, following a model used by Texas A&M. An example of how the allocation of funds would be communicated on the website is shown below:

Department	Laboratory Equipment/ Upgrades	Tutors/ Peer Mentors	Student Projects/ Senior Design	College Computer Lab and Fab Lab	Student Travel/ Field Trips	TAs/ Lecturers	Total
BE	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
CEE	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
CS	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
Dean's Office	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
ECE	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
MAE	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx	\$xx
Total	\$yy	\$yy	\$yy	\$yy	\$yy	\$yy	\$yy

No differential tuition will be used to hire or increase salaries of tenured and tenure-track faculty.

### **Student Support**

The Engineering Student Senator and Engineering Student Council were briefed on the proposed differential tuition and the potential opportunities during fall semester 2014. Within each department, engineering professional society student leaders were briefed in the same time frame. The student newspaper, The Utah Statesman, published an article on the proposed differential tuition on January 13, 2015. Information about the differential tuition was posted to the College of Engineering website on January 16, 2015. An open forum on differential tuition was held by the dean of engineering on January 21, 2015, during common hour. In general, engineering students understand the role differential tuition plays in offering them a high-quality, relevant engineering education to help better prepare them for the workforce.

### **Tuition at Other Engineering Programs**

Even with differential tuition, costs to the College of Engineering students will remain among the lowest in the nation for students studying engineering at a land grant institution. USU engineering students will continue to pay lower tuition than engineering students at the University of Utah. Differential tuition will give the College of Engineering much needed resources to improve the quality of our programs which in turn will allow students to realize their full intellectual potential and earn even more competitive salaries.

**2014 – 2015 Tuition and Fees Comparison  
Regent’s Peer List and University of Utah  
(Undergraduate Program)**

Institution	Engineering Differential Tuition 15 hours**	Total Instate Tuition and Fees 15 hours**
Oregon State University*	\$765	\$3805.57
Washington State University	\$0	\$6213.90
Montana State University	\$0	\$3400.00
Colorado State University	\$83 per credit/\$1245	\$6193.42
University of Idaho	0	\$3392.00
New Mexico State University	\$145/flat fee	\$3431.50
University of Nevada Reno	\$85 per credit/\$1275	\$4519.50
University of Wyoming	\$0	\$2322.50
Kansas State University	\$39 per credit/\$585	\$5102.20
University of Nebraska Lincoln	\$93.5 per credit/\$1402.50	\$5437.25
University of Utah	\$48.66 per credit / \$729.90	\$4647.40
Utah State University	\$48.00 per credit / \$720.00 (Diff. Tuition in 2017-2018)	\$3911.67
*quarter hours not semester hours		
**assuming 15 hours of upper division engineering coursework		

**Conclusion**

The increase of differential tuition represents an opportunity for Utah State University to improve the quality of its programs in engineering and computer science. The College administration is committed to work with donors to fund additional scholarships and programs and to work with state legislators to find additional funding for faculty hires. We turn to our students to ask for additional support to help improve the quality of their educational experience which in turn will enhance the reputation of the College and increase the employment opportunities, starting salaries, and career trajectories of our students.

**ITEM FOR ACTION**

**RE:** A proposal to establish differential tuition for the Department of Landscape Architecture and Environmental Planning

**EXECUTIVE SUMMARY**

Utah State University (USU) seeks to establish differential tuition for certain students in the Department of Landscape Architecture and Environmental Planning (LAEP). Differential tuition is necessary to assure nationally competitive programs within LAEP by targeting gaps between LAEP's program and leading peer programs. Funds will be used to address six primary areas of disadvantage that students face in the marketplace: careers, recognition, entrepreneurship, access, technology, and emerging innovations. The resulting funds will directly benefit students by enabling the specialized professional training needed for employment, and will offset the need for new or increased course fees.

Beginning with the 2015-16 academic year, differential tuition will be phased in over a 3-year period. Differential tuition will only be assessed to matriculated and graduate students enrolled in LAEP prefix courses, and will not affect students enrolled in the department's general education courses, or pre-professional program LAEP students. Per credit hour rates will be \$39 in 2015-16, subsequently increasing to \$49 in 2016-17, and \$59 in 2017-18. Though differential tuition will increase the overall cost of an LAEP degree, the program will retain its position as one of the most economical in North America while benefitting students through increased quality of training.

**RECOMMENDATION**

Based on the above proposal and approvals as indicated, the President, Provost, and Vice President for Business & Finance recommend that the Board of Trustees approves establishing a differential tuition for the Department of Landscape Architecture and Environmental Planning.

RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES

WHEREAS, Utah State University is proposing to establishing differential tuition for certain courses in the Department of Landscape Architecture and Environmental Planning (LAEP), and

WHEREAS, The revenue generated by the differential tuition will directly benefit students by enabling the specialized professional training needed for employment, and

WHEREAS, The proposal has been unanimously supported by the LAEP Alumni Advancement Board, officers of the USU Student Chapter of the American Society of Landscape Architects, and the LAEP faculty, and

WHEREAS, The proposal was shared with all LAEP students through multiple means, including two in-person presentations per class, individual printed copies of the full proposal, and via an informational web page, and

WHEREAS, The differential tuition will not apply to non-matriculated or non-LAEP students, and

WHEREAS, The proposal calls for differential tuition for matriculated undergraduate (Junior and above) and graduate students to start at \$39 per credit hour beginning with the 2015-16 academic year, with an additional \$10 per credit hour increase in each of the two following years, and

WHEREAS, The college will no longer add or increase course fees for LAEP courses for which students pay differential tuition, and

WHEREAS, Differential tuition will increase at the same percentage as Tier 1 beginning in 2018-19, and

WHEREAS, The central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships, and

WHEREAS, The proposal has the approval of the President, Provost, and Vice President for Business & Finance of Utah State University:

NOW THEREFORE BE IT RESOLVED, That the Utah State Board of Trustees hereby approve the proposed differential tuition for the Department of Landscape Architecture and Environmental Planning and that this approval be forwarded to the Utah State Board of Regents of the Utah State System of Higher Education for their approval.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

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Date

**Request for Differential Tuition for the  
Department of Department of Landscape Architecture and Environmental Planning  
College of Agriculture and Applied Sciences  
Utah State University**

**Summary.**

Utah State University (USU) seeks to establish differential tuition for courses in the Department of Landscape Architecture and Environmental Planning (LAEP). Differential tuition is necessary to assure students' competitiveness within the marketplace by targeting gaps between LAEP degrees and leading peer programs. Funds will be used to address six primary areas of disadvantage that students face in the marketplace: Careers, Recognition, Entrepreneurship, Access, Technology, and Emerging Innovations. The resulting fund will directly benefit students by enabling the specialized professional training needed for employment. The fund will also offset the need for any new or increased course fees for LAEP courses.

**Proposal.**

USU seeks authorization to implement differential tuition for all undergraduate and graduate courses with the LAEP prefix enrolled in by matriculated undergraduate (Junior and above) and graduate students in the Department. The proposed differential tuition will phase in over three years at the rate of \$39 per credit hour in 2015-16, \$49 in 2016-17, and \$59 in 2017-18. Thereafter, differential tuition will increase at the same percentage as Tier 1. This increase will offset and prevent any new or increased course fees to LAEP courses for which students pay differential tuition.

Based upon current enrollments, this additional tuition would generate ~\$63,000 in the first year. The sole focus of the resulting funds is to invest in critical areas of need to advance the competitiveness of the program and its students. Through a capital campaign, in conjunction with annual fundraising by the alumni Advancement Board and Department contributions, LAEP has raised in excess of \$350,000 to help secure the educational excellence provided to its students, while mitigating personal costs they incur.

In accordance with standard practice, the university's central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships.

**Rationale.**

LAEP is the 13<sup>th</sup> oldest program of its kind in North America, and recently celebrated its 75<sup>th</sup> Anniversary. To assure the profession's ongoing impact, the Department seeks to position students to compete effectively with peers from leading programs nationally by elevating excellence in design education. Increasingly, LAEP is an expensive program to operate, with a small student body and inadequate budget to provide the top quality training desired by students.

Nationally and regionally, peer programs have implemented differential tuition to assure their programs offer graduates a competitive education (see attachment). Similarly, the University of Utah's College of Architecture + Planning implemented differential tuition (\$152.90/cr hr currently) in 2001 to address the costly nature of design education.

This proposal's goal is to elevate the national competitiveness of LAEP's students and programs by the year 2020. The proposal seeks to accomplish this by closing the gap between LAEP students and peers in the best programs nationally while maintaining an exceptionally low cost for each degree. The strategy for doing so focuses upon investing in strategic areas of need through a financial pool, created by differential tuition, that directly benefits students. Job placement, re-accreditation, award-winning student work, and elevated national rankings are projected impacts.

## **Programmatic Needs.**

For students to compete with peers from top-ranked design and planning programs requires exceptional quality coupled with market differentiation. A study of the advantages that leading design schools offer revealed numerous gaps between LAEP and those programs identified as its peer competitors (see attachment). Requests by LAEP students, along with input from faculty, alumni and practitioners since 2008, informed the findings. Through this process, six perennial areas were found which disadvantage graduates from USU:

### *Careers:*

Job placement, internship support, professional preparation.

- Examples:
  - Recruitment programs
  - Portfolio workshops
  - Career placement in leading firms
  - Job fairs

### *Recognition:*

Attaining awareness by peers, decision-makers, stakeholders, community members.

- Examples:
  - Student competition awards
  - Marketing program for graduating students
  - National rankings communication plan
  - Event hosting

### *Entrepreneurship:*

Leadership development and business training.

- Examples:
  - Client engagement, communication and networking
  - Small business start-up and design firm structuring
  - Orientations on CLARB record, malpractice insurance, liability

### *Access:*

Connections with leading minds in the profession and influential landscapes across the globe.

- Examples:
  - Immersion within the professional world & proximity to urban centers
  - Scholars-/practitioner-in-residence
  - World-class speakers
  - Mentoring relationships with firms

### *Technology*

Assuring continual integration of cutting-edge tools and software.

- Examples:
  - Watershed/drainage modeling
  - Renewal/testing of leading technologies
  - Technical staff support
  - Construction testing facilities

### *Emerging Innovations*

Bringing the latest advances in sustainable design, construction and devices to campus.

- Examples:
  - CAD-based 3-D printing facilities
  - Green roof performance demonstration areas
  - Immersive environment simulation labs
  - Design materials library

These six areas of need form the priorities for advancing the excellence of degrees offered in LAEP. Students in LAEP will subsequently benefit from differential tuition through investments in professional preparation that



cannot be met through classes alone. Each of these extracurricular areas is focused upon student employability. Taken together, the six areas form the acronym "C.R.E.A.T.E". Because their purpose is to situate the program and its graduates among the top peers in design and planning by the year 2020, and to retain that quality thereafter, the proposed differential tuition plan is termed the *CREATE 2020 Fund*.

#### **CREATE 2020 Fund : Operationalization.**

The *CREATE 2020 Fund* will return students' tuition through direct and indirect benefits. Annual revenues will be used to address the six priority areas, but will uniquely do so through a set of governing principles that distinguish it from other differential tuition structures. The governing principles include:

1. Spirit of entrepreneurship and competitiveness focused on employability,
2. Rapid response to emerging trends in the profession, and
3. Decision-making authority for the *Fund's* use residing collectively with students and faculty.

Utilization of the *Fund* will follow a set of guidelines established heretofore through input from students, faculty and alumni. They include:

- Proposals, submitted twice annually by students and faculty, will put forward requests and ideas for investment of the *Fund's* revenue,
- Only matriculated and graduate LAEP students will pay differential tuition,
- A Steering Committee, consisting faculty and students, will coordinate the call for, organization of, and voting on funding proposals,
- Annual voting on funding proposals will be based on their ability to advance student and program competitiveness,
- Matriculated and graduate LAEP students, along with program faculty, are eligible to vote on funding proposals,
- A discretionary pool will be set aside to fund proposals submitted later in the year, and
- An on-going pool for long-term investments may be created to fund multi-year needs.

#### **CREATE 2020 Fund : Impact on USU Students.**

During exit interviews conducted with BLA and MLA students since 2012, 93% of students indicated that they supported the proposal to implement differential tuition in LAEP. Responses were broadly enthusiastic when the direct student benefits were described, along with an outline of the structure of implementation, allocation and oversight. The proposal was unanimously supported by the LAEP alumni Advancement Board (see attachment), officers of the USU Student Chapter of the American Society of Landscape Architects (see attachment), and the LAEP faculty.

Public input sessions with LAEP students during August and September of 2014 resulted in similarly supportive responses. The *CREATE 2020 Fund* proposal was shared with all LAEP students through multiple means, including (2) in-person presentations per class, individual printed copies of the full proposal, and via an informational web page, which included an FAQ's (see attachment), the publicly presented slideshow, and a downloadable copy of the proposal. Additional means for input included an anonymous online survey.

Differential tuition resulting from the *CREATE 2020 Fund* will only be assessed to undergraduate students who have matriculated into the upper division, professional LAEP program, and to graduate students in the program. A matriculated undergraduate would pay an average of \$480 additional per semester the first year, while a graduate student would pay on average \$515 additional per semester. In the second year, matriculated undergraduate students would pay an additional \$123 per semester, with graduate students paying an additional \$132 per semester. In the third year, matriculated undergraduate students would pay an additional \$123 per semester, with graduate students paying an additional \$132 per semester.

Increases in overall degree costs would not appreciably change the affordability of the program compared to peer programs in the Intermountain West or nationally. Currently, LAEP offers the 3<sup>rd</sup> lowest tuition of all accredited

Bachelor of Landscape Architecture (BLA) degrees (see attachment). The Master's of Landscape Architecture is similarly ranked. With only modest increases in funding the program can offer a top-ranked degree that carries the benefits of programs costing two or more times as much. Even following full implementation of differential tuition for the *CREATE 2020 Fund*, the affordability of LAEP's degrees will remain exceptional compared with peer programs.

In addition, because the substantial direct benefits to students will mean their degrees provide them with an enormous array of advantages that they currently lack, LAEP students will be able to compete more effectively against graduates from better-funded schools. Consequently, existing students will be more satisfied with the program, and potential students will be more readily recruited, as creative ideas for improvement in the program are backed with finances to make those desires achievable.

#### **CREATE 2020 Fund : Administration and Oversight.**

Following approval of this proposal, the LAEP department head, in consultation with the dean of the College of Agriculture and Applied Sciences, will appoint a Steering Committee to oversee operation of the *Fund*. The Committee will consist of (1) student representatives each from the Junior and Senior undergraduate classes, (1) student representatives each from the 3 years of the graduate program, (2) LAEP faculty members, and (1) member of the LAEP Advancement Board, and will be chaired by the department head. The Committee will establish specific procedures and a calendar of events.

Operation of the Committee and utilization of the *Fund* will be transparent, and will be communicated to the student body. Biannual reports, including a list of proposals funded and unfunded, and accomplishments, will be provided to the student body, the faculty, the Advancement Board, and the dean of the College of Agriculture and Applied Sciences.

#### **Additional Revenue Streams.**

Additional revenue to support students and their programs has been aggressively sought from numerous sources since 2008. Substantial gains have been made in the diversity and amount of funds garnered to support student education in LAEP. Those dollars are lessening the demands on students personally, while elevating the quality of education each receives. Examples include:

##### Private Support:

- \$350,000+ raised from alumni gifts in *LAEP's 75<sup>th</sup> Anniversary Campaign*. Included were LAEP's first-ever planned gift agreements, creating long-range program support.
- 500% increase in privately funded scholarships since 2008 (\$15,000 in awards for '14 vs. \$3,000 in '08).
- \$75,000 raised by our alumni Advancement Board to fund capital projects for teaching.
- LAEP faculty members personally fund both a BLA and an MLA scholarship (\$1,000/ea), the first in the College of Agriculture & Applied Sciences.

##### Industry Support:

- Regional landscape architects annually volunteer 200+ hr/yr in Student Mentor Program.
- Utah Chapter of ASLA (American Society of Landscape Architects) invested \$25,000 to create an annual scholarship in 2012.
- Practitioners annually donate \$15,000+ of billable hours in support of LAEP studios, lectures, and project planning.
- \$20,000 of sponsorship was raised for the *75<sup>th</sup> Anniversary Celebration*.

##### Institutional Support:

- College of Agriculture & Applied Sciences has underwritten classroom remodels in LAEP, as well as providing needed student advising personnel.
- USU Facilities has supported LAEP through cost-matches on various projects.

- LAEP has invested Operating funds to remodel studio teaching environments, replace hardware and software, and underwrite visits by distinguished speakers.

#### Student-generated Revenue:

- *Community Design Teams*, a service-learning outreach program, now generates a basic Operating Budget for our Student Chapter of ASLA.
- Student leaders have sought and secured USU/SA grants, as well as community grants (e.g., Wal-Mart) to underwrite classroom projects.

#### Program-generated Revenue:

- RCDE course development has enabled funding of a local practitioner to teach graphic communication.
- LAEP was chosen to host the 2016 Council of Educators in Landscape Architecture conference (estimated host revenue: \$16,000).
- Grantsmanship among LAEP faculty has risen annually, providing overhead annually. External funds raised have risen from \$40,000 in 2008, to an average of \$194,000 (\$10.2M submitted since 2008).

#### Tuition at Other Programs.

The average annual tuition for an accredited BLA program in North America was \$11,115 in 2013 (see attachment). LAEP is the only program of its kind within the State of Utah. In the Intermountain West, similar programs include:

##### Washington State University

- BLA: \$12,545/yr
- Differential tuition? No

##### Arizona State University

- BLA: \$10,002/yr
- Differential tuition? Yes

##### Colorado State University

- BLA: \$9,313/yr
- Differential tuition? No

##### University of Nevada—Las Vegas

- BLA: \$6,570/yr
- Differential tuition? Yes

By comparison, based upon current USU tuition, an average matriculated BLA student in LAEP would pay only \$6,184 per year after full implementation of the *CREATE 2020 Fund* in 2017-18. Based upon tuition projections, LAEP's BLA degree would offer the 6<sup>th</sup> lowest tuition in North America following the third year of phasing (2017-18) in the *CREATE 2020 Fund*. The MLA will remain comparably affordable in comparison to programs nationally.

#### Student and Market Demand for the Program.

Landscape architecture is a profession that requires licensure in all 50 states. Graduation from an accredited BLA or MLA program is virtually mandatory for obtaining licensure. The U.S. Dept. of Labor found 26,000+ employees in the profession nationally, with ~16,000 being licensed landscape architects. Some 70% of those are employed in the private sector.

A 14% growth rate has been projected by the Federal Government for the profession for the 10-year period ending in 2022 (vs. 10% for the overall labor force). The National Endowment for the Arts, in assessing jobs reported through its "Artist Employment Projections Through 2018", listed landscape architecture as having the 3<sup>rd</sup> highest growth rate (20%). Based upon a national survey of intent to hire, 40% of landscape architecture firms intended to add one or more employees in 2013.

Competitiveness in student job placement and other criteria have bearing on how design programs attract students. Remaining one of the most economical programs in North America while offering exceptional quality will make USU's degrees more attractive, resulting in a better return for graduates' investments and improved applicants.

### **Potential Earnings Capacity of Program Graduates.**

According to the 2013 independent survey of graduating BLA and MLA students in the U.S., starting salaries averaged \$41,800 and \$44,100, respectively. Those figures represent increases of 19.4% and 16.1% over a decade. Based upon the 2010-11 annual survey of the American Society of Landscape Architects, the average salary for a landscape architect was \$78,600. For 2014, estimated median salaries for landscape architects in the U.S. range from \$64,180 (Bureau of Labor Statistics) to \$81,300 (Salary.com), with 90<sup>th</sup> percentile earnings at ~\$104,000.

Increased competitiveness of graduates from LAEP programs will impact job placement success, viability in broader market areas, career mobility, and compensation. Based upon initial hiring wages, additional tuition costs would be recouped within 2 years of graduation if the graduate earns only 2% due to more competitive placement or negotiation. National surveys of graduating students in the field reveal a rise in anticipated starting salaries of 9.5% from 2013 to 2014 for undergraduates. This rise is mirrored in MLA salaries (11.4% rise), and reveals the health of the marketplace for hiring. As a result, students who are viable hires will experience economic returns.

### **Societal Importance of the Program.**

Formed in 1939, Utah State University's LAEP program boasts over 1400 living alumni, which include some of America's most award-winning practitioners. It is the oldest and most influential program in the Intermountain West, yet its graduates practice across the U.S. as well as internationally.

The profession and its licensure statues are based upon the critical role landscape architecture provides for the public's health, safety and welfare. These expectations are governed through strict national licensure standards. The core principles for licensure are the "3 E's": education, examination and experience. It is the responsibility of programs accredited under the Landscape Architecture Accreditation Board (LAAB) to meet the prior principle through rigorous graduate and undergraduate professional degrees. LAEP was fully reaccredited in 2011, making it one of the 26 programs with both accredited BLA and MLA degrees. Only USU and Arizona State University offer both degrees within the Intermountain West.

## **COMPARABLE PROGRAMS**

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### LAEP Peer Programs

Ball State Univ.	Texas A&M Univ.
Cal Poly – Pomona	Texas Tech
Clemson Univ.	Univ. of Florida
Cornell Univ.	Univ. of Georgia
Iowa State Univ.	Univ. of Illinois
Louisiana State Univ.	Univ. of Maryland
Ohio State Univ.	Univ. of Oregon
Pennsylvania State Univ.	Univ. of Washington
Rutgers Univ.	Virginia Tech

### Additional Top-ranked Programs

Kansas State Univ.	Purdue Univ.
Harvard Univ.	Univ. of Pennsylvania
Cal Poly – SLO	

Landscape Architecture Programs w/ Differential Tuition:

Arizona State Univ.	Univ. Arkansas
Boston Architectural College	Univ. of Georgia
Iowa State Univ.	Univ. of Idaho
North Dakota State Univ.	Univ. of Illinois
Pennsylvania State Univ.	Univ. of Nevada – Las Vegas
Texas A&M Univ.	Univ. of Oregon
Univ. of Arizona	



## CREATE 2020 Fund

### DIFFERENTIAL TUITION FAQ'S

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#### **What is CREATE 2020?**

The CREATE 2020 Fund is a key component in elevating LAEP's national competitiveness, which has resulted from 5 years of intensive rebuilding and investment in the Department. The Fund's purpose is to position students in LAEP to compete effectively with peers from leading programs nationally by elevating excellence in design education.

#### **What is the goal of CREATE 2020?**

The Fund will help elevate national ranking of LAEP's students and programs to the Top 10 by the year 2020. It will also transform the creative, entrepreneurial process of the students by enabling the best solutions for competitiveness to be proposed, funded and accomplished.

#### **Why is CREATE 2020 needed?**

LAEP is proud to offer some of the lowest BLA and MLA tuition in the nation, its degrees are expensive program to operate. With a small student body and inadequate budget, it is impossible to provide the top quality experience desired by students. However, with only modest increases in funding we can offer a top-ranked degree that carries the benefits of programs costing 2-5x as much.

#### **What is the strategy behind CREATE 2020?**

The Fund will close the gap between LAEP students and peers in the best programs nationally while maintaining an exceptionally low degree cost. By investing in strategic areas of need (see "CREATE 2020 Fund Proposal"), the financial pool created by differential tuition will directly benefit LAEP students.

#### **Has CREATE 2020 been reviewed by others?**

The proposal was first proposed to our College administration in 2010. Since 2012, graduating LAEP students have also provided their input, during their exit interviews, on implementing differential tuition. To date, CREATE 2020 has been shared with student ASLA leaders, the LAEP alumni Advancement Board, two deans, the current provost, and Pres. Stan Albrecht. The current process is a result of the unanimous support of all of these groups, and the President's direction to seek input from the full student body.

#### **How will CREATE 2020 funds be used?**

CREATE 2020 focuses on six strategic areas of need. Those areas form the acronym *CREATE*: Careers, Recognition, Entrepreneurship, Access, Technology, Emerging areas. An explanation of each area is provided in the CREATE 2020 Fund Proposal. Also described is a sample of what the Fund could enable during one academic year. However, specific investment of the funds will vary from year to year.

#### **Who will decide how the CREATE 2020 Fund is invested?**

Each year, a call for proposals will ask all students and faculty to submit plans for the Fund's investment. A steering committee, made up of students and faculty, will oversee submittals. Faculty and matriculated students will vote upon the approved proposals based upon their capacity to advance LAEP's national competitiveness.

#### **What will I pay toward the CREATE 2020 Fund?**

Only matriculated students in LAEP programs will pay the differential tuition. Tuition is per student credit hour (SCH), with rates set at \$39/SCH (2015/16), \$49/SCH (2016/17), and \$59/SCH (2017/18). The 3-year phased implementation, along with a breakdown of tuition amounts it results in, is provided in the CREATE 2020 Fund Proposal. Following that time, differential tuition will increase at the same rate as regular tuition.

**How can I provide input on CREATE 2020?**

Student input is critical to the successful planning for and operation of CREATE 2020. The Fund relies upon students and faculty annually bringing their best ideas, evaluating proposals, and choosing the most effective strategies for each year's funding. LAEP is seeking student input on the Proposal through feedback provided through 1) the Questions/Comments link, 2) by talking with faculty or student representatives, and 3) through class meetings with students.

**What are the next steps for CREATE 2020?**

Following input from LAEP students, the proposal will be updated and prepared for a final review by Dean White, Provost Cockett, and then Pres. Albrecht. The resulting document will be formatted to USU policy standards (i.e., R401 structure), and then submitted for formal review and approvals. This process will occur in Fall of 2014, though final steps may not be completed until Spring of 2015. If successful, CREATE 2020 would begin Fall of 2015. This would include creation of the steering committee, the first phase of differential tuition changes, and the first year of investments.

**ITEM FOR ACTION**

**RE: A proposal to increase differential tuition for the Jon M. Huntsman School of Business**

**EXECUTIVE SUMMARY**

Utah State University (USU) seeks to increase differential tuition for students in the Jon M. Huntsman School of Business. The purpose of Utah State University's Jon M. Huntsman School of Business is to be a career accelerator for its students and an engine of growth for the community, state, nation and world. The dynamics of the higher education market place that have caused publicly funded professional schools, including colleges of business, at universities throughout the country to adopt differential tuition increases are well known. The cost of hiring new faculty continues to escalate due to a relative shortage of new faculty compared to retiring faculty across the country. Indeed, business school faculty salaries have increased more rapidly than other faculty salaries over the last 20 years.

Since differential tuition was initiated in Fall 2007, it has had a dramatic, positive impact on the Huntsman School of Business. Largely as a result of differential tuition, we have hired outstanding faculty members to meet our enrollment growth and educational and programmatic needs despite significant cuts in state appropriations.

The proposal calls for three consecutive years of increases for both upper-division undergraduate courses and for graduate courses. The upper-division, undergraduate per credit increases will be \$20 for each of the three years; the graduate per credit increases will be \$40 for each of the three years.

**RECOMMENDATION**

Based on the above proposal and approvals as indicated, the President, Provost, and Vice President for Business & Finance recommend that the Board of Trustees approves an increase of a differential tuition for the Jon M. Huntsman School of Business.



**RESOLUTION  
UTAH STATE UNIVERSITY  
BOARD OF TRUSTEES**

WHEREAS, Utah State University is proposing to increase differential tuition for certain courses in the Jon M. Huntsman School of Business, and

WHEREAS, Differential tuition has had a dramatic, positive impact on the Huntsman School of Business since it was implemented in 2007, and

WHEREAS, The proposed differential tuition has been discussed widely with the general student body of the Huntsman School, and specifically with members of the Huntsman School of Business Student Council and USUSA student officers, and

WHEREAS, The proposal calls for differential tuition for undergraduate, upper-division courses to increase by \$20 per credit hour beginning with the 2015-16 academic year, with an additional \$20 per credit hour increase in each of the following two years, and

WHEREAS, The proposal calls for differential tuition for all graduate level business courses to increase by \$40 per credit hour beginning with the 2015-16 academic year, with an additional \$40 per credit hour increase in each of the following two years, and

WHEREAS, The revenue generated from differential tuition is to be used for many critical college needs, including hiring outstanding faculty and enhancing programs that directly benefit students, and

WHEREAS, The central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships, and

WHEREAS, Differential tuition will increase at the same percentage as Tier 1 beginning in 2018-19, and

WHEREAS, The proposal has the approval of the President, Provost, and Vice President for Business & Finance of Utah State University:

NOW THEREFORE BE IT RESOLVED, That the Utah State Board of Trustees hereby approve the proposed differential tuition increase for the Jon M. Huntsman School of Business and that this approval be forwarded to the Utah State Board of Regents of the Utah State System of Higher Education for their approval.

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RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

\_\_\_\_\_  
Date

**Request for Differential Tuition Increase**  
**Jon M. Huntsman School of Business**  
**Utah State University**  
**March 6, 2015**

**Summary of Proposal**

The purpose of the Jon M. Huntsman School of Business at Utah State University is to be a career accelerator for our students and an engine of growth for our community, the state, the nation and the world. Our overarching, strategic goal is to build a top tier college of business. Students, faculty, alumni and friends, and the university's administration are all united in this objective. An historic gift of \$25 million from Jon Huntsman, together with differential tuition increases, modeled on an approach adopted earlier by the University of Utah's Eccles School of Business and approved by the Utah State Board of Regents in 2007 and 2011 greatly accelerated progress toward this end. Responding to a similar challenge, the Eccles School sought and received permission from the Regents in March 2014 for an additional round of differential tuition increases. Based on similar needs, we now seek an extension of differential tuition for the Huntsman School of Business, as follows:

**Undergraduate Program:** Undergraduate students in the Huntsman School of Business currently pay differential tuition of \$97 per credit hour for upper-division business school courses (courses numbered 3000-5999). The proposal is to increase differential tuition by \$20 per credit hour for upper-division courses beginning with the 2015-16 academic year, with an additional \$20 per credit hour for each of the two following years. The proposal also includes an increase in differential tuition at the same percentage as Tier I tuition. At 20 credits (the average number of upper-division business-school credits taken by year), the proposed differential tuition increase would add \$400 to the current cost of tuition each year for the next three years.

**Graduate Program:** Graduate students in the Huntsman School of Business currently pay differential tuition of \$349 per credit hour for graduate level business school courses (courses numbered 6000 and higher). The proposal is to increase differential tuition by \$40 per credit hour for all graduate courses beginning with the 2015-16 academic year followed by \$40 per credit hour increases for each of the two following years. The proposal also includes an increase in differential tuition at the same percentage as Tier I tuition. The proposed differential tuition increase would add \$1,320 to the current cost of graduate tuition each year for the next three years.

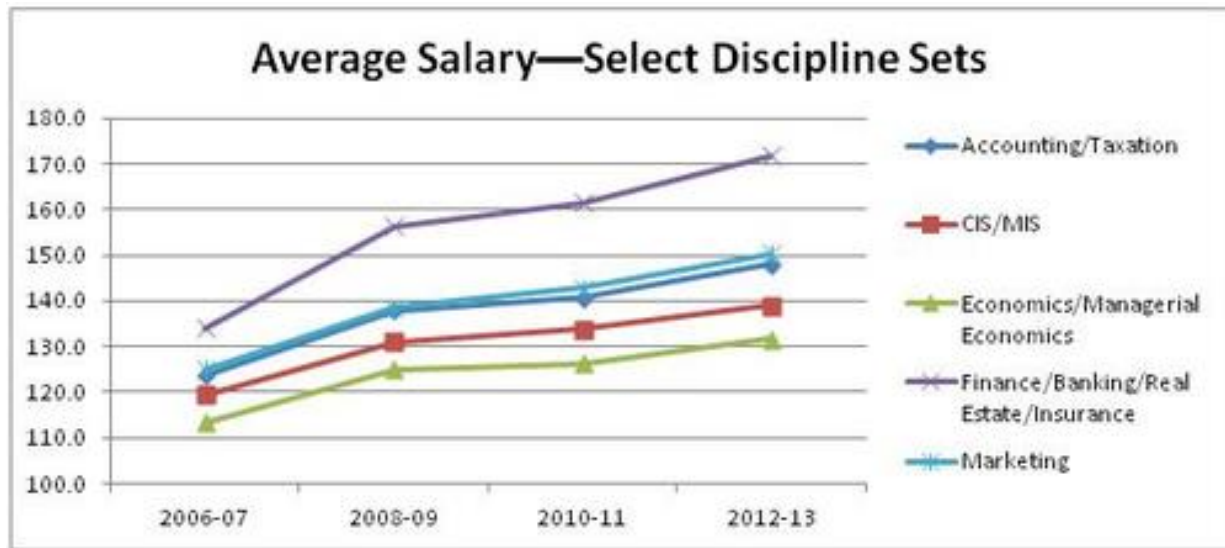
In accordance with standard practice, the university's central scholarship budget will be made whole from differential tuition funds for students whose differential tuition is covered by central scholarships.

## Rationale for Increasing Differential Tuition

### 1. Hiring Outstanding Faculty

Since implementing differential tuition in 2007, the majority of the monies raised have gone to pay faculty salaries. The cost of hiring new faculty has continued to escalate due to a relative shortage of new faculty compared to retiring faculty across the country. Indeed, business school faculty salaries have increased dramatically over the past few years. This trend is true in every business discipline.<sup>1</sup> Additionally, there is a 36 percent cost premium to hiring business faculty relative to non-business faculty.<sup>2</sup>

**Chart 1 – Starting Salaries of Faculty by Business Discipline**



Since differential tuition was initiated for undergraduate and graduate students in 2007, it has had a dramatic, positive impact on the Jon M. Huntsman School of Business. Largely as a result of differential tuition, we have been able to provide funds to augment salary offers, or to hire new faculty solely on differential tuition monies. Since 2007, we have hired 37 outstanding tenured or tenure-track faculty members, and 52 new faculty members overall. In FY 2014-2015, 37 faculty members, and 18 staff members, are being partially or fully supported by differential tuition monies.

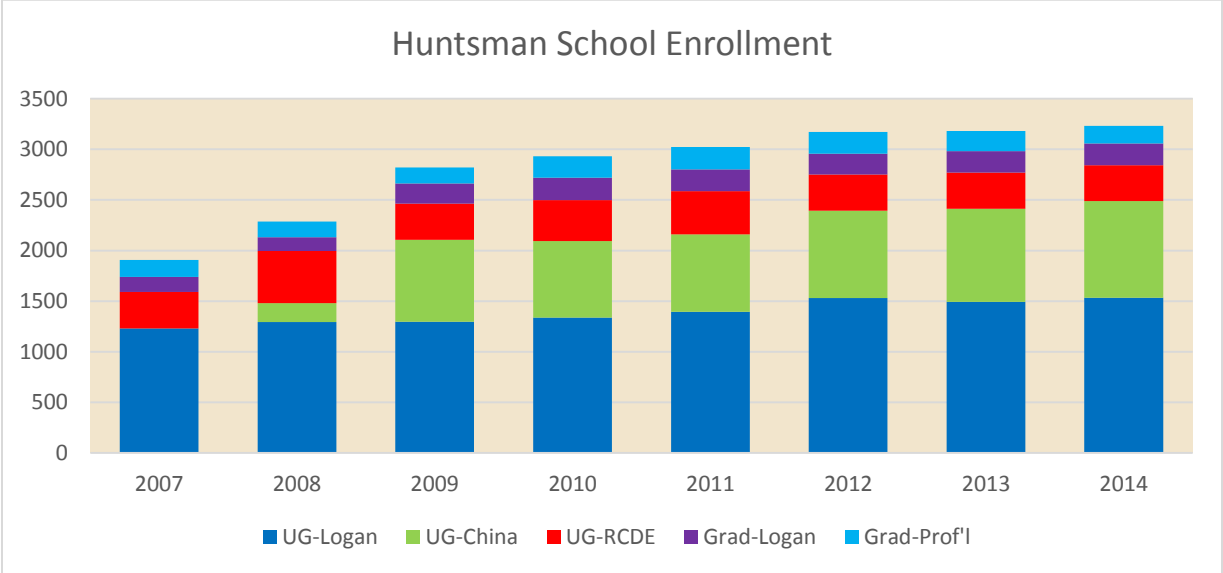
We have been able to hire these outstanding faculty and staff members to meet our enrollment growth (see chart 2), and educational and programmatic needs despite a 22 percent cut in legislature-appropriated and base tuition allocated monies from 2009-2011. Given budget realities in higher education, there is no option other than to increase differential tuition to directly address the challenge of the insufficiency of funding relative to the cost of hiring faculty.

<sup>1</sup> AACSB eNewline, "Professor Salaries By Discipline Set - What's the Trend?," October 1, 2014, p. 2

<sup>2</sup> College and University Professional Association for Human Resources (CUPA-HR) Survey, 2013

At the same time as we have seen rising costs for faculty and declining support from legislative and allocated monies, we continue to experience increasing demand for our services. Chart 2 shows enrollment growth in the Huntsman School since 2007.

**Chart 2 – Enrollment Growth in the Jon M. Huntsman School of Business**



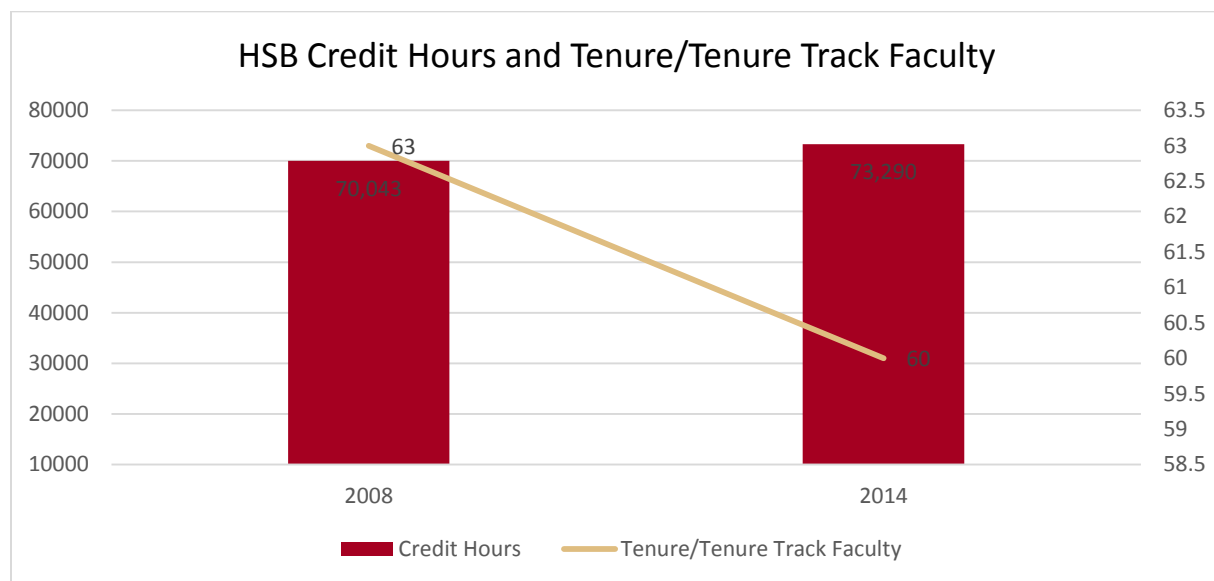
## 2. Increased Faculty Efficiency

Since 2008, student credit hours (SCH) in undergraduate business courses have grown, as we see from Chart 3 below. There is high demand for the school's business programs, and we are planning for continued future growth.

The school has thus far absorbed this growth through increased efficiency. Growth in our tenured/tenure-track faculty positions has not kept up with this growth in student credit hours, as also demonstrated by Chart 3 below. Despite hiring new tenure/tenure-track faculty, these hires have been offset by faculty departures.

Thus, the majority of the growing need for teaching has been absorbed by using more adjunct faculty and lecturers. Although we have been extremely efficient in absorbing increasing student demand for our programs, we have pushed the boundaries with respect to our AACSB accreditation requirements. Accredited institutions must maintain at least 50% coverage for tenure/tenure-track (or other academically qualified) faculty. In our Masters programs, the expectation is that we will achieve over 60%. We are currently hovering near the minimum 50% coverage rate for undergraduate programs, and 60% for graduate programs. Thus, to maintain coverage, we must hire more tenure-track faculty. With an accreditation visit coming in 2017, we need to make progress towards this coverage metric.

**Chart 3 – Faculty Efficiency**

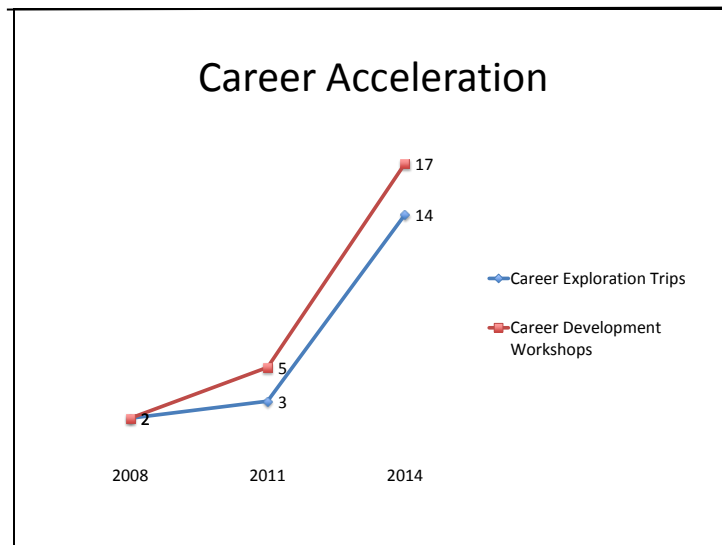


### 3. Programs that Benefit Students

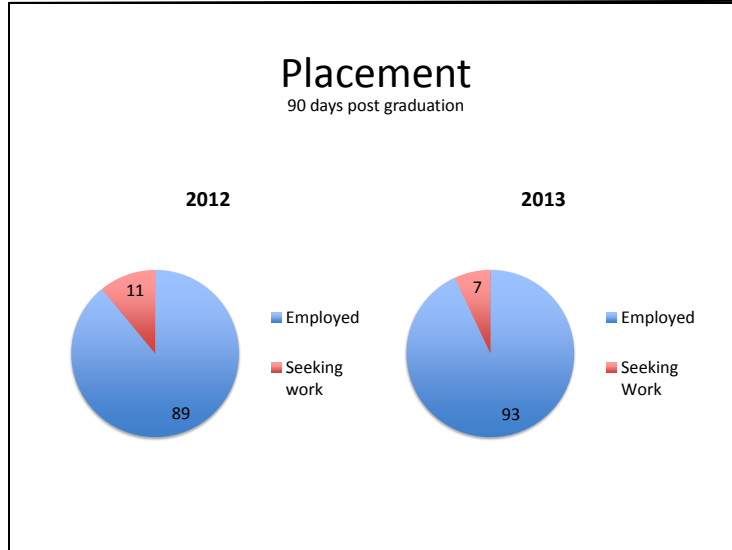
The largest non-faculty salary use of differential tuition monies has been in programs that directly benefit our students. Differential tuition has allowed us to hire professionally-qualified, non-tenure track faculty and staff who add value for our students by providing real-world learning experiences that complement research-based discovery. Some examples include:

- A. **Career Acceleration.** “Career Acceleration” is one of the core purposes of the Huntsman School. We have added specialists who benefit all of our students by helping arrange career exploration opportunities, and connect students and employers for internships and placement opportunities. These staff members are now housed in the new FJ Management Center for Student Success. Differential tuition monies have helped our career acceleration program take off from two trips and two workshops in 2008, to 17 career exploration trips and 14 career workshops during the 2013-2014 academic year. From these experiences, we are seeing a continual increase in the quantity and quality of placement (See charts 4-6).

**Chart 4 – Career Exploration Trips and Workshops**

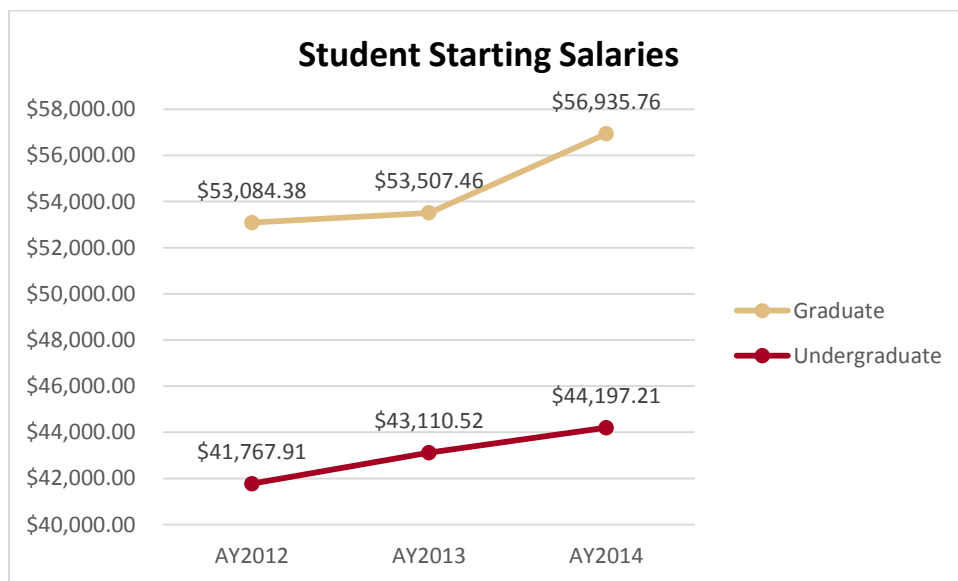


**Chart 5 – Placement**



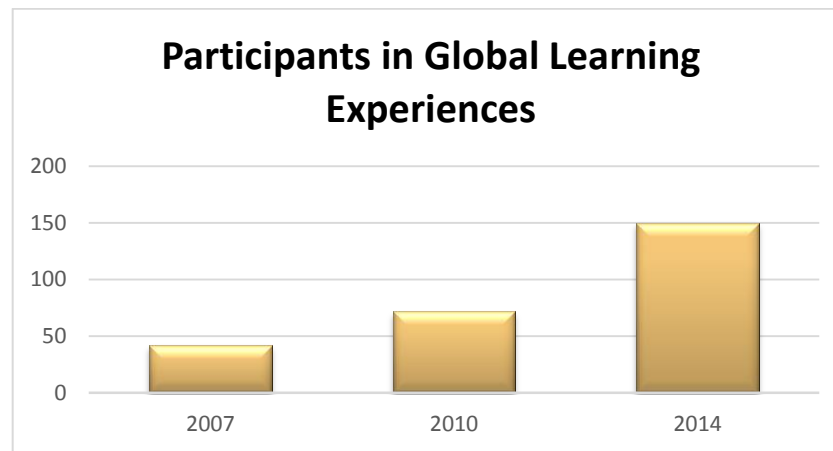
Not only has placement improved, but students are benefitting from an increase in the salaries they receive upon graduation:

**Chart 6 – Starting Salaries for Students**



B. **Study Abroad.** Global vision is a strategic pillar of the Huntsman School. We offer several Global Learning Experiences ranging from 7-21 days. In the 2013-2014 academic year, 150 students went on faculty-led learning experiences to China, Japan, Western and Eastern Europe, and South America, and visited both private and public sector organizations to better understand the global economy in operation and to understand and experience the impact of culture on business.

**Chart 7 – Participants in Global Learning Experiences**



C. **Entrepreneurship Program.** Entrepreneurial Spirit is also a strategic pillar of the Huntsman School. Participation in entrepreneurship classes and programs has skyrocketed. We have over 300 students, many from other colleges on campus, participating in program activities. Several student-run business have launched and are making an impact. Student interns with the Small Enterprise Education and Development (SEED) program have taught hundreds of budding entrepreneurs in Peru and Ghana about enterprise creation and helped to manage 258 loans that have created sustainable businesses in local communities in Ghana and Peru, providing an engine of growth and transforming lives.

D. **Student Clubs.** Huntsman School students are engaged in extracurricular activities, and we support 20 student clubs. These clubs range from industry-specific clubs such as our award-winning Institute of Management Accountants (IMA) and Beta Alpha Psi (BAP) organizations for accounting students, the Finance & Economics Club, the Huntsman Marketing Association, to issue-based clubs such as the Society for the Advancement of Ethical Leadership, the Entrepreneurship Club, the Leaders for Continuous Improvement Club, and the Women in Business Association. These clubs provide a tremendous resource for career development, with many participating in career exploration trips and hosting practitioners in their respective fields.



- E. **Curriculum Improvements.** Two of the more significant initiatives of restructuring our undergraduate core curriculum are to infuse critical thinking and communication skills, and to provide a course in Foundations of Business and Leadership course that frames the broad field of business and economics in the global economy and sets a culture of rigor for all business students.
- F. **Software/Hardware support.** We run four classroom/open access computer labs, with a total of approximately 170 computers. With the exception of a finance course, these labs are used almost exclusively to teach MIS courses. In addition, the MIS department maintains 8 servers that host software applications and provide storage space for various courses. Many courses overlap in their use of software packages (for example, at least three courses use Microsoft Visual Studio, while three others use Microsoft SQL Server).

Should this proposal be approved, the existing cost for this technology support will be covered through the additional resources gained through this proposal. However, if the proposal is not approved, additional course fees will be required to continue to support the labs.

*These experiential learning opportunities are an important sampling of the great activities that are made possible by differential tuition. It is the intention of the Jon M. Huntsman School of Business to continue to use additional differential tuition monies to invest in outstanding faculty and in programs that benefit students.*

### **Cost Impact**

**Undergraduate Program.** This proposal only affects *upper-division business courses* within the Huntsman School of Business. Upper-division business courses represent just a portion, approximately one-third, of the total number of courses required for graduation, thus mitigating the overall cost impact of this proposal on tuition.

Undergraduate students in the Huntsman School currently pay differential tuition of \$97 per credit hour for upper-division business school courses (courses numbered 3000-5999). The proposal is to increase differential tuition by \$20 per credit hour for upper-division courses beginning with the 2015-16 academic year, with an additional \$20 per credit hour for each of the two following years. The proposal also includes an increase in differential tuition at the same percentage as Tier I tuition increases.

For the typical full-time, upper-division undergraduate student, the differential would apply to six-to-seven out of 10 courses per year during the junior and senior years, or 20 out of 30 credits per year. At 20 credits, the proposed differential charge would add \$400 to the current cost of tuition each year for the next three years.

**Graduate Program.** The proposed increase in graduate differential tuition will apply to all of our master’s degree programs, including those in economics, information systems, human resources, accounting and business administration.

Graduate students in the Huntsman School currently pay differential tuition of \$349 per credit hour for graduate level business school courses (courses numbered 6000 and higher). The proposal is to increase differential tuition by \$40 per credit hour for all graduate courses beginning with the 2015-16 academic year followed by \$40 per credit hour increases for each of the two following years. Also, the proposal includes an increase in differential tuition at the same percentage as Tier I tuition.

The proposed differential charge would add \$1,320 to the current cost of tuition to the typical graduate student each year for the next three years. The proposal also includes an increase in differential tuition at the same percentage as Tier I tuition increases.

## **Cost Comparisons**

To demonstrate the cost impact compared to other schools of business, we selected competitive peer institutions, competitive western land grant institutions, and other regional public institutions that compete for many of the same students we recruit.

**Undergraduate.** We analyzed and compared the typical cost for an upper-division undergraduate for one-year. Table 1 shows the typical total annual cost for an undergraduate business student at the selected institutions.

**Table 1: Total Annual Cost of Undergraduate Business Programs<sup>3</sup>**

Institution	Resident				Non-Resident			
	Tuition	Diff. Tuition	Fees	Total Cost	Tuition	Diff. Tuition	Fees	Total Cost
U. of Arizona <sup>4</sup>	\$9,576	\$1,800	\$1,026	\$12,402	\$27,374	\$1,800	\$1,026	\$30,200
Arizona St. <sup>5</sup>	\$10,284	included	\$923	\$11,207	\$24,630	included	\$923	\$25,553
Colo. St. <sup>6</sup>	\$10,118	\$1,660	\$2,029	\$13,807	\$24,048	\$1,660	\$2,029	\$27,736
U. of Colorado <sup>7</sup>	\$15,882	included	\$1,674	\$17,556	\$34,416	included	\$1,674	\$36,090
U. of Nebraska <sup>8</sup>	\$6,480	\$1,040	\$1,152	\$8,672	\$20,400	\$1,040	\$1,152	\$22,592
Washington St. <sup>9</sup>	\$11,396	\$0	\$1,002	\$12,398	\$24,478	\$0	\$1,002	\$25,480
U. of Utah <sup>10</sup>	\$6,970	\$2,780	\$946	\$10,696	\$24,411	\$2,780	\$946	\$28,137
Utah St. <sup>11</sup>	\$5,454	\$1,940	\$930	\$8,323	\$17,561	\$1,940	\$930	\$20,430

<sup>3</sup> Cost calculations assume students take 30 credit hours per year, with 20 credit hours of business classes.

<sup>4</sup> <http://www.bursar.arizona.edu/students/fees/>. Students in business programs pay differential tuition on all of their credits, but differential tuition is subject to a 12 credit differential plateau.

<sup>5</sup> <https://wpcarey.asu.edu/undergraduate-degrees/tuition>

<sup>6</sup> [http://registrar.colostate.edu/Data/Sites/1/pdf/Undergraduate\\_Colorado\\_Resident\\_Base\\_Tuition\\_and\\_Fees.pdf](http://registrar.colostate.edu/Data/Sites/1/pdf/Undergraduate_Colorado_Resident_Base_Tuition_and_Fees.pdf)

<sup>7</sup> <http://bursar.colorado.edu/tuition-fees/tuition-and-fees-rate-sheets/>. Differential tuition is charged on all credit hours for business majors.

<sup>8</sup> <http://admissions.unl.edu/cost-aid/tuition-fees.aspx>

<sup>9</sup> <http://admission.wsu.edu/scholarships/cost.html#>

<sup>10</sup> <http://fbs.admin.utah.edu/download/income/FreshSophRes/FreshSophTuitionRes.pdf>

**Graduate.** For purposes of graduate program comparison, we chose two different comparisons: (1) the cost of the full-time, on-campus MBA programs at these same institutions as the undergraduate programs listed above (Table 2); and (2) the cost of a part-time, professional MBA at selected, regional institutions that often compete for the same professional students (Table 3).

**Table 2: Total Cost of a Full-time, On-campus MBA Program<sup>12</sup>**

	Resident	Non-Resident
Institution	Total Cost	Total Cost
U. of Arizona <sup>13</sup>	\$48,592	\$80,296
Arizona St. U. <sup>14</sup>	\$53,000	\$84,000
Colo. St. U. <sup>15</sup>	\$36,588	\$62,934
U. of Colorado <sup>16</sup>	\$37,232	\$66,284
U. of Nebraska <sup>17</sup>	\$18,708	\$50,172
Washington St. U. <sup>18</sup>	\$24,500	\$49,000
U. of Utah <sup>19</sup>	\$49,800	\$49,800
Utah St. U. <sup>20</sup>	\$25,437	\$43,425

**Table 3: Total Cost of a Professional MBA Program**

Institution	Total Cost
Arizona State University <sup>21</sup>	\$53,000
University of Utah <sup>22</sup>	\$55,200
Brigham Young University <sup>23</sup>	\$45,000
Westminster <sup>24</sup>	\$52,000
University of Colorado <sup>25</sup>	\$49,200
University of Denver <sup>26</sup>	\$85,706
Utah State University <sup>27</sup>	\$28,900

<sup>11</sup> <http://www.usu.edu/admissions/tuition-costs/calculator.cfm>

<sup>12</sup> Some programs require an international experience as part of the program; the international experience is optional in some programs. In all cases where the international experience is required, the costs are built into the tuition and fees, and therefore reported in the figures in Tables 2

<sup>13</sup> <http://ellermba.arizona.edu/fulltime/admissions/funding.asp>

<sup>14</sup> <https://wpcarey.asu.edu/mba-programs/full-time/program-cost>

<sup>15</sup> <http://biz.colostate.edu/ecmba/funding/Pages/default.aspx>

<sup>16</sup> <http://www.colorado.edu/leedsmba/admissions/financing-your-mba>

<sup>17</sup> <http://mba.unl.edu/benefits-and-costs/tuition-and-fees/>

<sup>18</sup> Personal phone conversation with the Graduate School Office at Washington State on December 5, 2014.

<sup>19</sup> <http://mba.business.utah.edu/page/tuition-aid>

<sup>20</sup> <http://www.huntsman.usu.edu/tmba/htm/tuition-and-financial-aid>

<sup>21</sup> <http://wpcarey.asu.edu/mba-programs/part-time/program-cost>

<sup>22</sup> <http://pmba.business.utah.edu/page/tuition-fees>

<sup>23</sup> <http://marriottschool.byu.edu/emba/index/costs>

<sup>24</sup> [http://westminstercollege.edu/accounts\\_receivable/index.cfm?parent=5318&detail=8457&content=8671](http://westminstercollege.edu/accounts_receivable/index.cfm?parent=5318&detail=8457&content=8671)

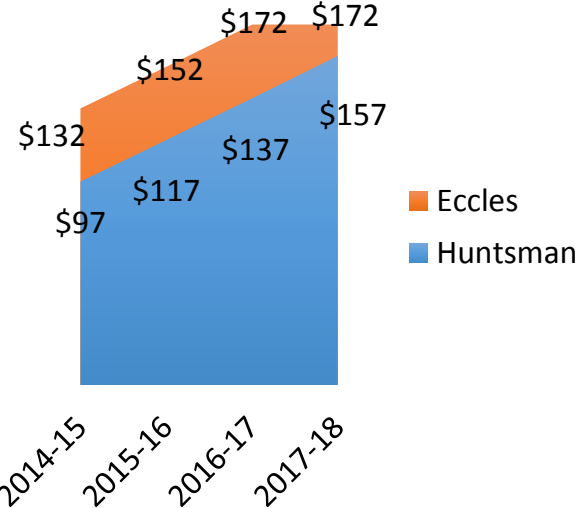
<sup>25</sup> <http://www.colorado.edu/leedsmba/admissions/financing-your-mba>

<sup>26</sup> <http://daniels.du.edu/graduate/professional-mba/tuition/>

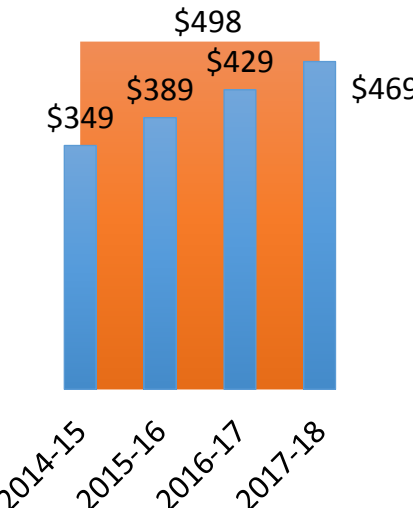
<sup>27</sup> <http://huntsman.usu.edu/pmba/htm/tuition-and-financial-aid>

**Table 4: Comparison of Differential Tuition between the David Eccles School of Business and the Jon M. Huntsman School of Business**

Undergraduate



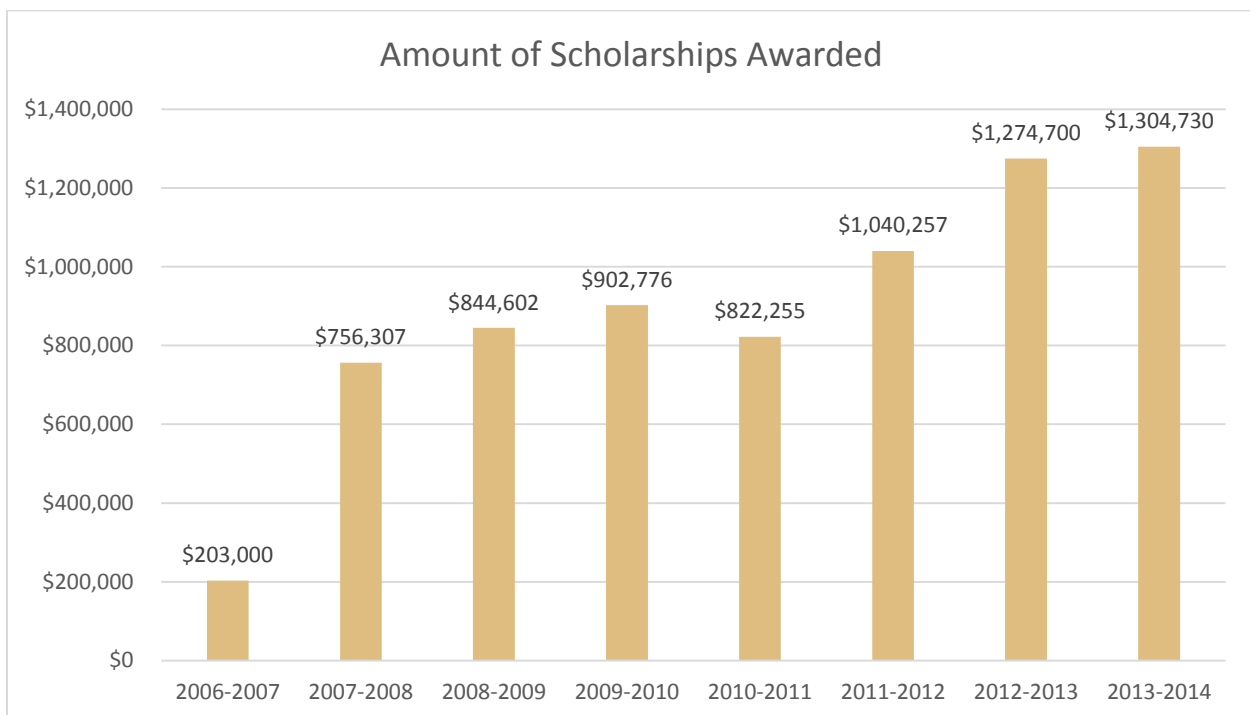
Graduate



## Cost Mitigation – Scholarships

We recognize the need to provide financial assistance to students, especially when considering increases in tuition. Our commitment to helping students mitigate the increasing costs of a business education remains a major goal of the Huntsman School of Business. During the implementation of the differential tuition program, our scholarship support has also increased. In 2006, the school provided \$203,000 in scholarship support. The amount of scholarships awarded by the school has risen to over \$1.3 million annually, more than six times what was awarded when differential tuition was first implemented. Chart 8 shows the growth of scholarships awarded over the past eight years.

**Chart 8 – Amount of Scholarships Awarded**



We remain committed to raising scholarship dollars to supplement the support provided by the university in order to guarantee that qualified students have access to the opportunities available at the Huntsman School. We are grateful for the support from our alumni and friends in this effort. After our most recent differential tuition increase in 2011, we received a letter from Jon Huntsman which reflects the feelings of many of our donors:

***“I am delighted with the progress you and your colleagues are making to create a top tier business school at Utah State University, and I am especially pleased to learn that the students, Board of Trustees, and Board of Regents recently approved increasing differential tuition funding to support your faculty and programs. This is working as we intended to leverage the effect of our gift. It is most encouraging to see your students willing to invest in their own education. It causes us to want to be even more supportive.”*** – Jon M. Huntsman, April 29, 2011

## **Summary**

Over the past five years, Huntsman students have won numerous university awards, including USU Man of the Year (three years in a row), Woman of the Year and University Citizenship Award (each twice), Scholar of the Year, and the Bill Robins Award. The USU student body president has come from the Huntsman School three of the past five years. In the past two years, three students from our nationally-ranked accounting program have received the Elijah Watt Sells Award, given to the top scores in the CPA Exam. Every year, over 90,000 candidates sit for this national test. In 2012, two of the 39 award winners were our students. In 2013, one of the 55 award winners was one of our students. Other students have also received national accolades, including two groups of students who won first place in national MIS competitions.

Huntsman students have gone on to successful careers at Goldman Sachs, Google, GoPro, and graduate programs at Columbia, Yale, and Stanford, and many points in between.

To continue delivering value to our great students, we are committed to attracting and retaining highly qualified faculty and providing academic programs that provide varied and challenging real-world experiences. We do this while keeping tuition costs among the lowest in the nation for business schools at public research universities.

This proposal would allow us to meet our obligation to our students to provide an education that accelerates their careers and benefit our community by sustaining an engine of growth.

The specific proposal is:

### **Undergraduate Program**

2015-16 Increase differential tuition for upper division business courses by \$20 per credit hour

2016-17 Increase differential tuition for upper division business courses by \$20 per credit hour

2017-18 Increase differential tuition for upper division business courses by \$20 per credit hour

### **Graduate Program**

2015-16 Increase differential tuition by \$40 per credit hour

2016-17 Increase differential tuition by \$40 per credit hour

2017-18 Increase differential tuition by \$40 per credit hour

## **COMMITTEE MEETING ITEMS**

**March 6, 2015**

1. Audit Committee Agenda – March 6, 2015
2. Audit Committee Minutes – January 9, 2015

**AGENDA**  
**AUDIT COMMITTEE**  
**March 6, 2015**  
**University Inn Room 510**  
**11:00 AM**

I. Action Item

- A. Approval of minutes of Audit Committee held on January 9, 2015
- B. Approval of *Athletic Department Agreed-Upon Procedures Report For the Year Ended June 30, 2014*

II. Information Items

- A. Research Compliance Update

*Mark McLellan*

- B. Other

Audit Committee Members

J. Scott Nixon, Chair  
Ronald W. Jibson  
Mark K. Holland  
Jody K. Burnett



AUDIT COMMITTEE MEETING  
UTAH STATE UNIVERSITY BOARD OF TRUSTEES  
Agriculture Sciences Building Room 407  
January 9, 2015

Minutes of the Audit Committee Meeting of the Utah State University Board of Trustees held at 12:36 pm.

COMMITTEE MEMBERS PRESENT

J. Scott Nixon           Chair  
Ronald W. Jibson  
Jody K. Burnett  
Mark K. Holland

UNIVERSITY REPRESENTATIVES PRESENT

Jodi Bailey               Chief Audit Executive (CAE)

Audit Committee Chair Nixon conducted the meeting.

I.    Action Items

A.  Approval of the Minutes of the Audit Committee Meeting Held on December 22, 2014.

Action: Trustee Burnett moved the approval of the minutes of the Audit Committee meeting held on December 22, 2014.

    Trustee Holland seconded the motion and the voting was unanimous.

II.   Information Items

A.  Trustee Nixon and CAE Bailey reviewed the draft report of the Trustees' Audit Committee Annual Report of Internal Audit Services' Activities for 2014 to the Regents Audit Committee. A few minor edits were noted. There was discussion about which areas the Regents typically focus during this annual review. Trustee Jibson, Trustee Burnett and Trustee Holland requested time to review the report and provide any input prior to the meeting with the Regents' Audit Committee on January 22, 2015 at 3:00 PM.

III.  Other

Trustee Burnett made a motion to adjourn the meeting and Trustee Holland seconded the motion. The Audit Committee meeting adjourned at 1:19 pm.

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J. Scott Nixon, Chair  
(Minutes taken by Jodi Bailey)

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Date Approved