

AGENDA
WORKSHOP AND REGULAR MEETING
OF THE
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
University Inn, Logan, Utah
August 18, 2017

- | | | |
|--------------------------------|---|----------------|
| 7:45 a.m. to 8:30 a.m. | Breakfast | UI 508 |
| 8:30 a.m. to 11:45 a.m. | Workshop | UI 508 |
| 12:00 noon | Lunch | Welcome Center |
| 1:00 p.m. | Regular Meeting <ul style="list-style-type: none">• Introductory Items• Chair's Report• President's Report• Consent Agenda | UI 508 |
| 2:00 p.m. | Trustee Photos | |

CHAIR'S REPORT

A. Information Items

1. Letters of Commendation and Appreciation to Outgoing Trustees:
 - Linda Clark Gillmor
 - Susan D. Johnson
 - Lane L. Thomas
2. Oath of Office for:
 - Kent K. Alder
 - David G. Butterfield
 - John Y. Ferry
 - Crystal C. Maggelet
 - Clark L. Whitworth
3. Date of the next Board of Trustees Meeting, October 13, 2017, Logan Campus
Note: the meeting will be held in the afternoon so you may attend the Homecoming event that evening.

B. Discussion Items

1. The New Program Approval Process: Trustee and Regent Roles
2. Trustee Committee Structure
3. Differential Tuition Review Process

C. Action Items

1. Election of Executive Committee members



UTAH SYSTEM OF
HIGHER EDUCATION



The New Program Approval Process: Trustee and Regent Roles

Trustee and Regent
Joint Meeting
July 2017

OCHE ASA Program Process Staff



Liz Hitch
Associate
Commissioner
/CAO Liaison



Trina
Weller
Program
Process
and Data
Manager



Blair Carruth
Assistant
Commissioner
(CTE,
Business,
Health,
Sciences,
Engineering/
STEM)



Greg Benson
Assistant
Commissioner
(Liberal Arts
and Sciences,
Educator
Preparation)

OCHE ASA Program Process Staff



Cyd Grua
Director of
Instructional
Technology



Megan Kubarych
Program
Manager

Program Data Flow to Master
List, Majors Guide and Transfer
Guide



Academic Affairs – Regents' Policies (R400-499)

- Program Approval and Review of Existing Programs (R400-419)
- Major Program Areas (R420-R459)
 - Public Colleges of Education
 - Career and Technical Education



Academic Affairs – Regents' Policies (R400 – 499)

- Academic Standards, Access and Placement (R460-469)
- Award or Transfer of Credit (R470-R479)
- Academic Freedom and Professional Responsibility (R480-R489)
- Oversight (R490-R499)
 - University Research Parks
 - Honorary Degrees



Academic Program Approval and Review



New Process Begins September 2017

Changes in Regents' Policies R401 as a result of SB238 (Millner/Wilson, 2017)

- More strategic program planning role for Regents
- Institutional approval for academic programs EXCEPT:
 - Programs outside of institutional mission as approved by Regents
 - New Branch, Extension Center, College or Professional School



Changes in Regents' Policies R312 as a result of SB238 (Millner/Wilson, 2017)

Specification of Institutional Mission in Statute

Research: U of U and USU

Regional: SUU, WSU, UVU, DSU

Comprehensive Community College: Snow, SLCC



Academic Program Approval

Balance the present institutional capacity and faculty expertise with the future needs of students, community and state.



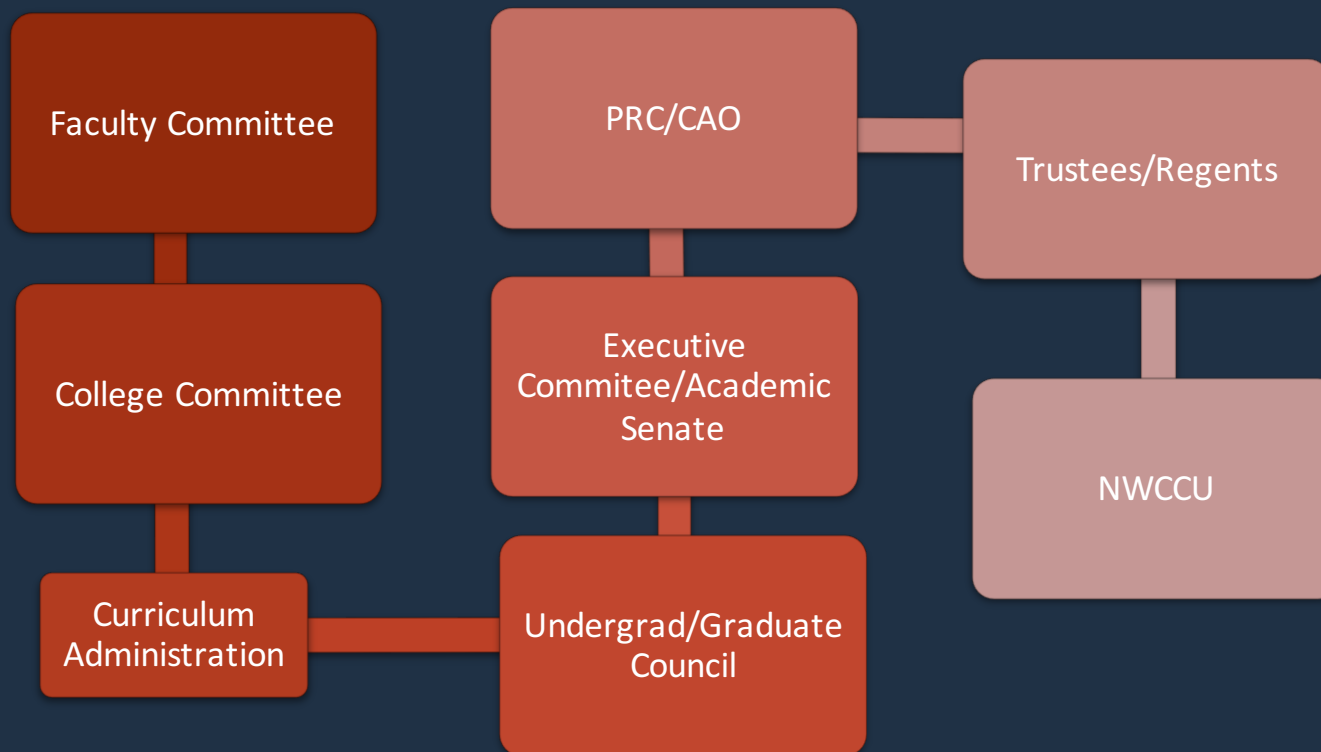
Typical Institutional Program Approval Process



Department
Proposal

Academic Programs generally begin with an interest and expertise at the departmental level. Community, economic, or workforce needs can also drive program development.

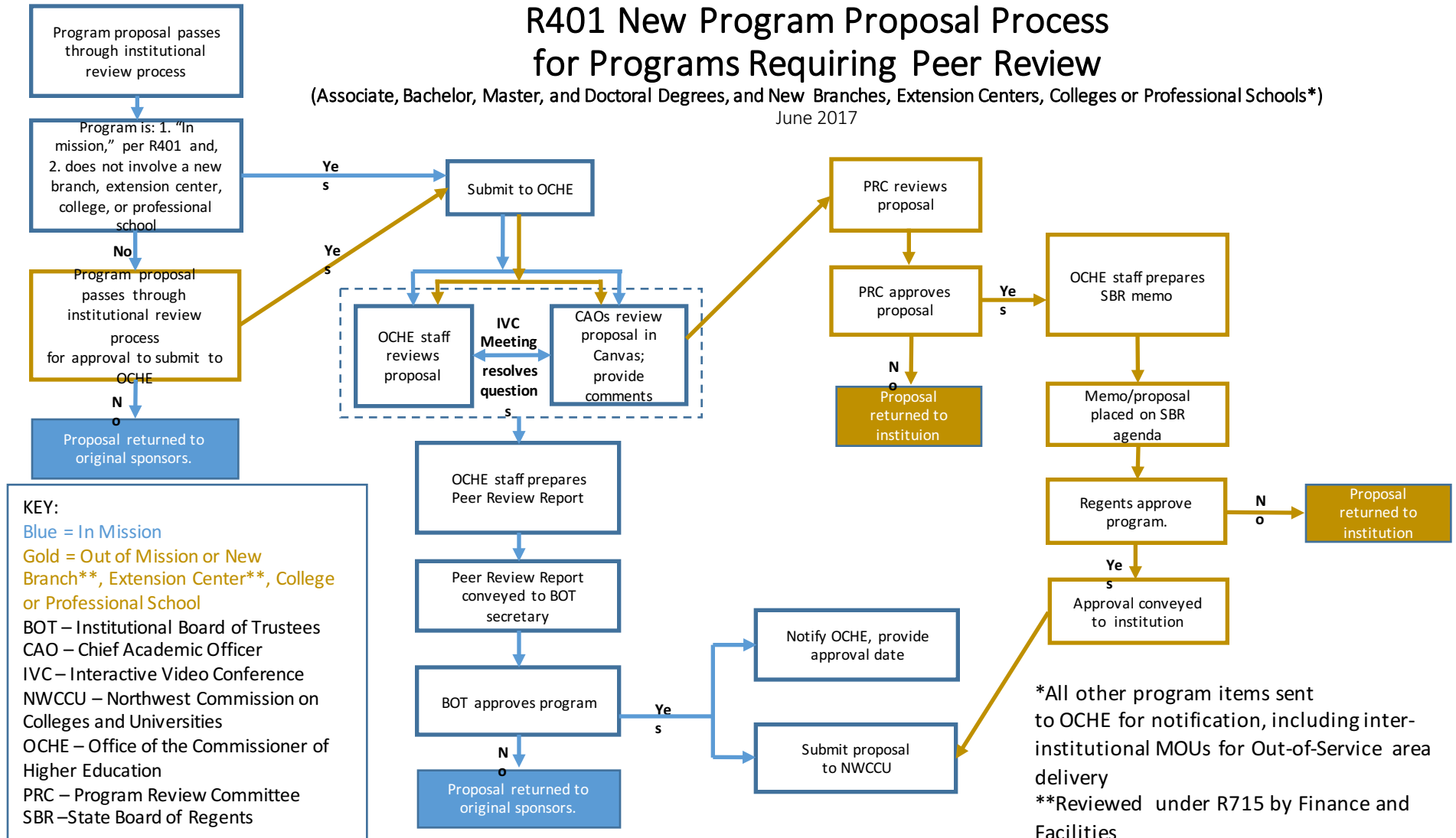
Example of Typical Program Approval Process: U of U



R401 New Program Proposal Process for Programs Requiring Peer Review

(Associate, Bachelor, Master, and Doctoral Degrees, and New Branches, Extension Centers, Colleges or Professional Schools*)

June 2017





Questions to Ask

- Does the program fit within the school's mission?
- How strong is the need for this program?
- What is the total number of credits for the program (including pre-requisite courses) and is this number within guidelines?
- Can the program articulate with other USHE institutions to facilitate transfer (e.g., are there upper division courses in first two years that would hinder transfer)?
- How many new courses are required to launch this program?

Questions to Ask

- Is funding available to assure a quality program?
- Are there adequate faculty (number and expertise)?
- Are facilities adequate?
- Are necessary support services available?
- Is a specialized program accreditation required and what is the cost for that?





Observations on New Programs

- There are many levels of program review and consideration by faculty and administrators and not all ideas reach Trustee or Regent consideration
- Development of a new program can lead to elimination or consolidation of others
- Some programs are conditional on funding from legislature
- Legislature occasionally mandates programs



Review of Existing Programs

- Three years after implementation (or on professional accreditation schedule, if there is one)
- Ongoing (every seven years for universities and every five years for two-year colleges)
- Critical to keeping institutional program array current, responsive, and within financial resources

Questions to Ask for Program Review

- Is program developing as projected (# of students, # and expertise of faculty). If not, is change in projection reasonable and is it worth continuing investment in the program?
- Is program quality being maintained?

NOTE: Just because a program has been “on the books” for some time does not always mean it needs to remain “on the books.” Academic Affairs oversees program inventory.



Questions?



SUMMARY: Roles and Authority of USHE Governing and Administrative Officers

ROLE	AUTHORITY	
	Institutional Board of Trustees	State Board of Regents
Appointment of a President	Trustee chair serves as search committee co-chair; executive committee participates in finalist interviews, consults with regents on appointment.	Board chair appoints a regent to serve as search committee co-chair; after consultation with the trustees, the board appoints president who serves at the pleasure of the regents and at salary fixed by the regents.
Performance and Evaluation of a President	Consults with regents through joint meetings and chair serving on regents' annual review team.	Consults with the trustees at least annually through joint meetings, and through appointment of trustee chair to regents' review team.
Regent-Trustees Consultations	The trustees, after notification to the president of the intention to do so, may petition the regents directly on <u>any</u> matter the trustees view to be of importance to the institution.	The regents may seek direct assistance from the trustees through joint meetings or invitations for trustee members to serve on regent committees, or through other contacts.
System-wide and Institutional Policies	Reviews, considers and approves institutional policies prepared by the president; implements regents' statewide policies and procedures.	Establishes policies and procedures having statewide implications.
Master Planning	Reviews, considers and approves institutional strategic and master plans, including academic program planning, land acquisitions, technology plans, and capital development and improvement project planning before they are submitted to the regents for final approval; approves academic programs that conform to the institution's role and mission.	Maintains up-to-date plans including the definition of institutional missions and roles; determines operating and capital budgetary needs; approves academic programs that fall outside an institution's role and mission; conducts program reviews of system-wide issues; oversees distance education, and articulation of courses and programs; approves institutional strategic and master plans; provides system leadership on issues that have a system-wide impact, including statewide college access and college preparedness initiatives, learning opportunities drawn from multiple campuses or online learning options, including new modes of delivery of content at multiple locations.
Implementation of Institutional Mission, Goals and Objectives	Reviews, considers and approves mission statement prior to submission of statement by president to the regents. Monitors implementation, including periodic review and update.	Provides strategic leadership and links system capacity to the economy and workforce needs; enhances the impact and efficiency of the system; establishes measurable goals and metrics and delineates the expected contributions of individual institutions of higher education toward these goals; reviews, considers and approves institutional mission statements.
Administrative Responsibility for the Operation of the Institution and of the System	Reviews, considers and approves institutional operating policies proposed by the president within parameters set by regents.	Delegates responsibility to the president within policy parameters; administers business and academic consortia to ensure system/institutional efficiencies and effective/quality services and programs.
Budget, Finance, Bonding and Information	Reviews, considers, and approves recommendations of the president regarding the institutional budget, finances, bonding, tuition and fees, work programs and other institutional information relative to the state and system requirements before forwarding onto the regents.	Develops and approves a consolidated system-wide budget proposal for recommendation to the governor and the legislature, including adjustments in tuition and fees, work programs, and provides for the definition, collection, and analysis of data with system-level significance; reviews, considers, and approves system bonding requests.
Legislation	Communicates institutional legislative initiatives in coordination with the president as part of the approved legislative priorities of the regents.	Communicates the needs of higher education through coordinated efforts of regents, trustees, presidents, and commissioner. Institutional legislation and budget priorities are part of the approved and legislative priorities of the regents.

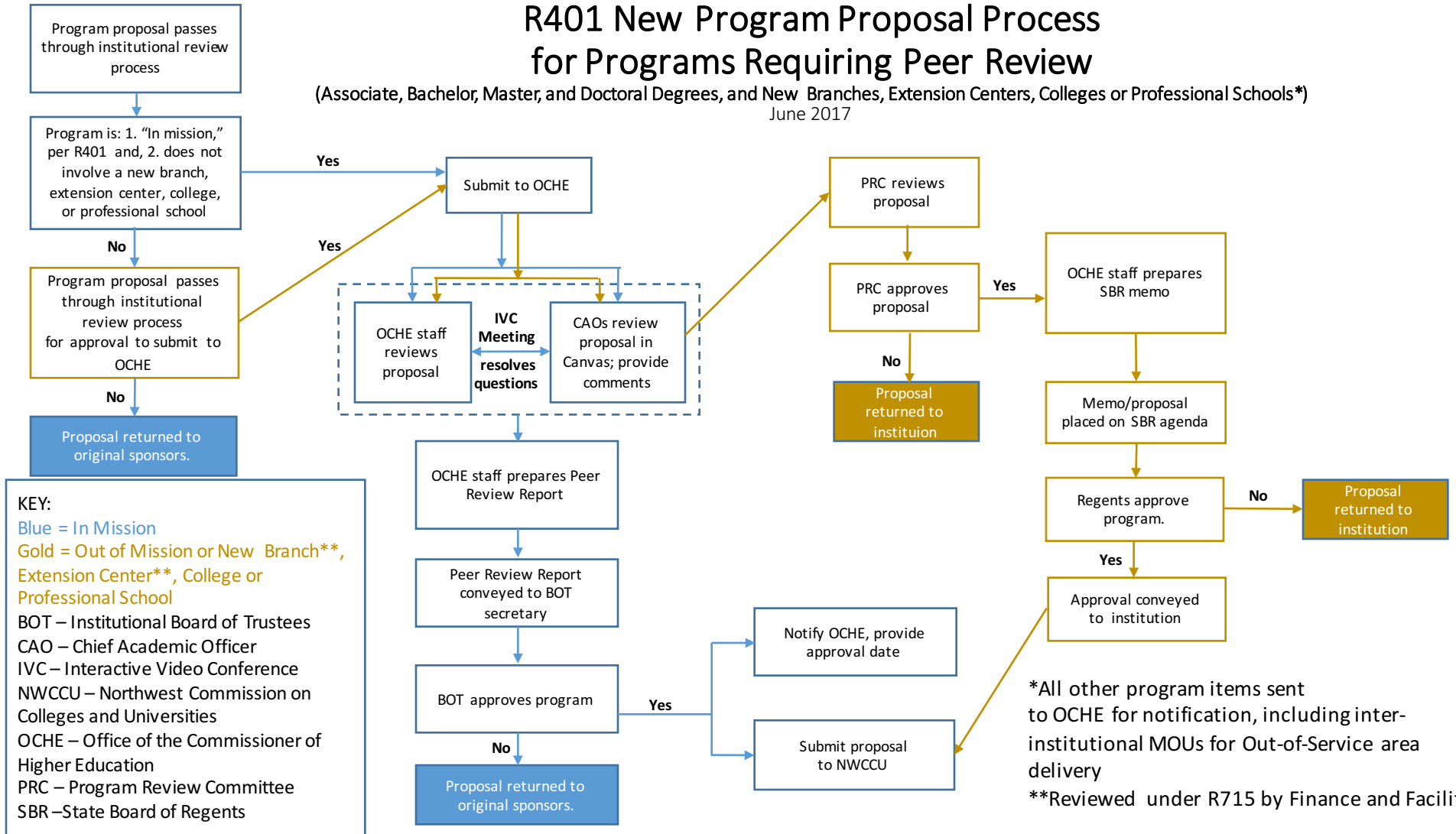
Administrative Unit and Program Approval	Approves changes to the institution's academic programs, in accordance with Section 53B-16-102; reviews, considers and approves recommendations of the president before they are forwarded to the regents.	Considers, and approves establishment of a branch, extension, center, college, professional school, division, institute, department or any new program of instruction, research or public services, or new degrees outside the institution's role and mission.
Buy and Sell Property, Design and Construct Facilities	Consults with and gives advice to the president. Reviews, considers and approves president's recommendations within regents' and statutory parameters.	Reviews, considers and approves system-wide capital project priorities (through the Capital Development Project Prioritization process), O&M requests, and the sale and purchase of most property.
Research and Training Grants, Budgetary Work Programs and Campus Regulations	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters.	Sets parameters and delegates to trustees subject to annual reports and audit.
Review of Institutional Audits	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters. Oversees Trustee Audit Committee and report findings to regents annually.	Sets parameters and delegates to trustees subject to annual reports and audit.
Academic Degree Approval	Reviews, considers and approves new institutional degree requests (certificates, associate, bachelors, masters and doctoral), minors and emphases added to approved programs that conform to the institution's role and mission.	Considers and approves new degree requests (certificates, associate, bachelors, masters, and doctoral) minors, and emphases added to approved programs that fall outside of the institution's role and mission.
Academic Program Reviews, Third-Year reports of New Approved Degrees, Program Cancellations	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters.	Reviews, considers and approves third-year reports on new degrees, and program suspensions or cancellations.
Financial Performance Reports, Bad Debt Write-offs, Lease Agreements, Budget Transfers, Institutional Residence Budgets, and Salary Budgets	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters.	Sets parameters and delegates to trustees subject to annual reports and audit.
Reports on Athletics, Auxiliary and Service Enterprises, Development Fund, Institutional Discretionary Fund, Investments, Leased Property, Money Management, and Real Property	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters.	Sets parameters and delegates to trustees subject to annual reports and audit.
Institutional Budget Requests and Tuition and Fee Adjustments	Consults with and gives advice to the president. Approves president's recommendations within regents' parameters.	Sets parameters and delegates to trustees subject to annual reports and audit. Prepares system budget requests and approves tuition and fee adjustments.
Functions and Responsibilities not Specifically Delegated to Others	Trustees are charged by statute to communicate with the community, raise funds, strengthen alumni and community identification, and selecting recipients for honorary degrees and other responsibilities as listed here as delegated by the regents.	All responsibilities not specifically delegated are reserved to the regents. In particular the appointment and retention of the commissioner and presidents, evaluation of presidents, master planning, budget/finance proposals, system information, and legislation.

The Commissioner of Higher Education is appointed by the Board of Regents and serves at its pleasure. He or she functions as the chief executive officer of the Utah System of Higher Education (USHE) and is responsible to the Board of Regents for the following three basic duties: (1) execute regents' policy, (2) facilitate the communication and administrative collaboration among institutions (e.g., chairs the Council of Presidents and establishes regents' board meeting agendas), and (3) to provide state-level leadership for higher education.

The institutional president, in collaboration with his or her board of trustees, is appointed by the Board of Regents and serves at its pleasure. The president is the chief executive officer of the institution responsible for leadership and all administrative and operational functions of his or her institution, which also includes a responsibility to the system. He or she works with the institutional board of trustees to effectively lead and build their institution for the benefit of their students and the state as a whole.

R401 New Program Proposal Process for Programs Requiring Peer Review

(Associate, Bachelor, Master, and Doctoral Degrees, and New Branches, Extension Centers, Colleges or Professional Schools*)
June 2017



KEY:
 Blue = In Mission
 Gold = Out of Mission or New Branch**, Extension Center**, College or Professional School
 BOT – Institutional Board of Trustees
 CAO – Chief Academic Officer
 IVC – Interactive Video Conference
 NWCCU – Northwest Commission on Colleges and Universities
 OCHE – Office of the Commissioner of Higher Education
 PRC – Program Review Committee
 SBR – State Board of Regents

*All other program items sent to OCHE for notification, including inter-institutional MOUs for Out-of-Service area delivery
 **Reviewed under R715 by Finance and Facilities

PRESIDENT'S REPORT

I. PRESIDENT'S REPORT

A. Information Items

1. Enrollment

B. Recent Events

1. USU Foundation Reception for Local Member – June 26, 2017
2. Council of Presidents – Salt Lake City, June 27, 2017
3. USTAR Governing Authority Board Meeting – Salt Lake City, July 13, 2017
4. Present at International Society for Animal Genetics Conference – Dublin, Ireland, July 14-26, 2017
5. Remarks at Transportation Committee Luncheon – July 27, 2017
6. USTAR Governing Authority Board Meeting – Salt Lake City, July 28, 2017
7. Council of President Teleconference – August 3, 2017
8. Sunrise Session – Salt Lake City, August 4, 2017
9. Qualified Workforce Work Group Meeting – Lehi, August 4, 2017
10. Remarks at Small Satellite Conference – August 7, 2017
11. 2017 State Board of Regents Capital Facilities Tour – August 11, 2017
12. Remarks at Department Head Retreat – August 14, 2017
13. New Faculty Reception, President's Home – August 15, 2017
14. Regional Campus and USU Eastern Faculty Dinner – President's Home, August 16, 2017
15. USU Board of Trustees Dinner and Workshop – August 17-18, 2017

C. Upcoming Events

1. Salt Lake Chamber Board of Governors – Salt Lake City, August 22, 2017
2. Building Board Tour – August 22, 2017
3. Campus Visit with Governor's Office of Management and Budget – August 21, 2017
4. IT Pathway Discussion with Governor Herbert – Lehi, August 23, 2017
5. Remarks at Cache Valley Transit 25th Anniversary Luncheon – August 25, 2017
6. Athletic Director's Dinner – August 25, 2017
7. Remarks at Athletic Full Staff Meeting – August 29, 2017
8. Utah Technology Council Board Meeting – Salt Lake City, August 31, 2017
9. Presidential Doctoral Research Fellows Dinner – President's Home, August 31, 2017
10. Football – USU at Wisconsin – September 1, 2017
11. USTAR Governing Authority Board Meeting – Salt Lake City, September 7, 2017
12. Football – Idaho State at USU – September 7, 2017
13. USU Athletics Hall of Fame – September 8, 2017
14. Speak at A.C. Woman's Club Luncheon – September 11, 2017
15. Board of Regents, Weber State University – Ogden, September 14-15, 2017

16. Football – USU at Wake Forest – September 16, 2017
17. Football – USU at San Jose State – September 23, 2017
18. Speak at Utah Municipal Clerks Association (UMCA) Annual Conference – September 27, 2017
19. Remarks at Kaysville Extension Office Ribbon Cutting – Kaysville, September 28, 2017
20. Arrington Dinner and Lecture – September 28, 2017
21. Football – BYU at USU – September 29, 2017
22. USTAR Governing Authority Board Meeting – Salt Lake City, October 5, 2017
23. Speak at College of Ag BBQ – October 7, 2017
24. Football – Colorado State at USU – October 7, 2017
25. USU Board of Trustees Regular Meeting – October 13, 2017
26. Homecoming Honoree Dinner – October 13, 2017
27. Homecoming Events – October 14, 2017
28. Football – Wyoming at USU – October 14, 2017

CONSENT AGENDA

1. Minutes from the Closed Session held on June 23, 2017
2. Minutes from the Regular Meeting held on June 23, 2017
3. Certificate of Treasurer – April 2017
4. Certificate of Treasurer – May 2017
5. Contract/Grant Proposals and Awards for June 2017
6. Delegation/Administrative Reports – 05/26/17 to 06/30/17
7. Faculty and Staff Adjustments
8. Report of Investments – April 2017
9. Report of Investments – May 2017
10. USU Policy Manual 510 – University Trademarks
11. USU Policy Manual 514 – Vehicle Use

CLOSED SESSION
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
HELD AS A CONFERENCE CALL
June 23, 2017

Minutes of the Closed Session of the Utah State University Board of Trustees held as a conference call in Old Main room 136, commencing at 10:05 a.m.

MEMBERS PRESENT

Ronald W. Jibson, Chair	via telephone
Scott R. Watterson, Vice Chair	via telephone
Jody K. Burnett	via telephone
Linda Clark Gillmor	via telephone
Mark K. Holland	via telephone
Susan D. Johnson	via telephone
J. Scott Nixon	via telephone
Frank Peczuh	via telephone
Michael Scott Peters	
Lane L. Thomas	via telephone

MEMBERS EXCUSED

Karen H. Huntsman

UNIVERSITY REPRESENTATIVES PRESENT

Noelle E. Cockett	President
Mica McKinney	General Counsel
Sydney M. Peterson	Chief of Staff and Secretary to the Board of Trustees
Laurens H. Smith, Jr.	Interim Provost

Chair Jibson conducted the meeting. Legal issues were discussed.

The Closed Session adjourned at 10:33 a.m.

Ronald W. Jibson, Chair

Sydney M. Peterson, Secretary

Date Approved

REGULAR MEETING
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
HELD AS A CONFERENCE CALL
June 23, 2017

Minutes of the Regular Meeting of the Utah State University Board of Trustees held as a conference call in Old Main room 136, commencing at 10:04 a.m.

MEMBERS PRESENT

Ronald W. Jibson, Chair	via telephone
Scott R. Watterson, Vice Chair	via telephone
Jody K. Burnett	via telephone
Linda Clark Gillmor	via telephone
Mark K. Holland	via telephone
Susan D. Johnson	via telephone
J. Scott Nixon	via telephone
Frank Peczuh	via telephone
Michael Scott Peters	
Lane L. Thomas	via telephone

MEMBERS EXCUSED

Karen H. Huntsman

UNIVERSITY REPRESENTATIVES PRESENT

Scot M. Allgood	Department Head, Family, Consumer, and Human Development
Christine Ballard	Staff Employee Association
Carolyn A. Brittain	Staff Assistant Sr.
Noelle E. Cockett	President
David T. Cowley	Vice President, Business and Finance
Dennis G. Dolny	Department Head, Kinesiology and Health Sciences
Shelly L. Lindauer	Associate Dean, Emma Eccles Jones College of Education and Human Services
Mica McKinney	General Counsel
Sean E. Michael	Department Head, Landscape Architecture and Environmental Planning
Sydney M. Peterson	Chief of Staff and Secretary to the Board of Trustees
Timothy A. Slocum	Department Head, Special Education and Rehabilitation
Laurens H. Smith, Jr.	Interim Provost
David Vernon	Executive Director, Regional Campuses, Wasatch Region
Tim Vitale	Director, Public Relations and Marketing
Robert Wagner	Vice President, Academic & Instructional Services
Vincent Wickwar	President, Faculty Senate

OTHERS PRESENT

Teresa Theurer	Member, Board of Regents, via telephone
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Vice Chair Watterson opened the meeting by welcoming those participating and asking for a verbal roll call.

Action: Trustee Burnett moved that in accordance with 52-4-205 of the Utah Code the Trustees go into a Closed Session for the sole purpose of discussing the character, professional competence, or physical or mental health of individuals and pending or reasonably imminent litigation. Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

Chair Jibson called the meeting back to order at 10:35 a.m. He thanked those taking part in person or via telephone, members of the Administration, Regent Teresa Theurer, and representatives from the Faculty Senate and the Staff Employee Association.

I. Chairman's Report

A. Election of Chair and Vice Chair, 2017-2019

Chair Jibson stated that with an outgoing Chair and Vice Chair an election of officers is needed. He asked if there were any questions or comments. Trustee Nixon proposed that a nominating committee composed of Chair Jibson and Trustee Peczuh speak individually with each Trustee and then make recommendations as to the new leadership. Chair Jibson and Trustee Peczuh agreed.

Action: Trustee Nixon moved that Chair Jibson and Trustee Peczuh speak individually with the Trustees continuing on the Board to obtain nominations for the next Chair and Vice Chair. Trustee Thomas seconded the motion. The voting was unanimous in the affirmative.

B. Annual Joint Meeting of the Board of Regents, Board of Trustees, and Presidents, July 20 and 21, 2017, Cedar City, Utah

Chair Jibson reminded the Trustees of the joint meeting in Cedar City, Utah next month. More details will be forthcoming.

C. Date of the next Board of Trustees Meeting and Workshop, August 18, 2017

The next Board of Trustee Meeting will be held on August 18, 2017. There will be a dinner, Thursday evening, August 17, 2017. The Meeting and Workshop will be Friday, August 18, 2017. At the dinner the outgoing Trustees will be recognized and new Trustees welcomed.

II. PRESIDENT'S REPORT

A. Information Items

President Cockett noted that both she and Sydney have met with the incoming Trustees; their enthusiasm and commitment to the Board is noteworthy. It is wonderful to have new voices on the Board, but also regretful that terms have an endpoint. The association with and dedication of the outgoing Trustees will be

missed. Work is in progress for the upcoming Board of Trustees Workshop. Prospective topics include marketing and a report on the survey done last spring semester regarding sexual assault and violence on campus. Freedom of speech on campus will be discussed during a panel discussion fall semester. The event will allow the conveyance of information and discourse from different sides and be a model of free speech on campus.

B. Recent Events

1. Utah Technology Council Board of Trustees, Salt Lake City, May 10, 2017
2. K-16 Alliance, May 15, 2017
3. Aggie Auction, May 18, 2017
4. Board of Regents, Salt Lake Community College, Salt Lake City, May 19, 2017
5. Mountain West Board of Directors Student-Athlete Welfare Academics and Leadership Committee Teleconference Meeting, May 25, 2017
6. A Discussion with Governor Herbert, Salt Lake City, May 30, 2017
7. Mountain West Board Meetings, Santa Barbara, California, June 4-6, 2017
8. USTAR Governing Authority Board Meeting, Salt Lake City, June 7, 2017
9. Remarks at Inovar Groundbreaking Ceremony, June 12, 2017
10. Remarks at Vivint Grand Opening on Innovation Campus, June 13, 2017
11. Salt Lake Chamber Prosperity 2020 Forum: Higher Education, Salt Lake City, June 14, 2017
12. Association of Public Land-grant Universities Council of President's Summer Meeting, Washington, DC, June 20, 2017
13. USU Board of Trustees Teleconference Meeting, June 23, 2017

C. Upcoming Events

1. Utah Technology Council Board of Trustees, Salt Lake City, May 10, 2017
2. USU Foundation Reception for Local Members, June 26, 2017
3. Council of Presidents, Salt Lake City, June 27, 2017
4. USTAR Governing Authority Board Meeting, Salt Lake City, July 13, 2017
5. Present at International Society for Animal Genetics Conference, Dublin, Ireland, July 14-28, 2017
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16. Football, Idaho State at USU, September 7, 2017
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19. Football, USU at Wake Forest, September 16, 2017
20. Football, USU at San Jose State, September 23, 2017

21. Speak at Utah Municipal Clerks Association (UMCA) Annual Conference, September 27, 2017
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26. Football, Colorado State at USU, October 7, 2017
27. USU Board of Trustees Regular Meeting, October 13, 2017
28. Homecoming Honoree Dinner, Alumni House, October 13, 2017
29. Homecoming Events, October 14, 2017
30. Football, Wyoming at USU, October 14, 2017

III. Consent Agenda

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

- A. Minutes from the Closed Session held on May 5, 2017
- B. Minutes from the Regular Meeting held on May 5, 2017
- C. Minutes from the Special Meeting held on May 6, 2017
- D. Certificate of Treasurer for March 2017 [Resolution 17-06-01] (Appendix A)
- E. Contract/Grant Proposals and Awards for April 2017 [Resolution 17-06-02] (Appendix B)
- F. Contract/Grant Proposals and Awards for May 2017 [Resolution 17-06-03] (Appendix C)
- G. Delegation/Administrative Reports – 03/24/17 to 04/21/17 [Resolution 17-06-04] (Appendix D)
- H. Delegation/Administrative Reports – 04/21/17 to 05/26/17 [Resolution 17-06-05] (Appendix E)
- I. Faculty and Staff Adjustments [Resolution 17-06-06] (Appendix F)
- J. Report of Investments for March 2017 [Resolution 17-06-07] (Appendix G)
- K. USU Alumni Association Recommendation for President Elect [Resolution 17-06-08] (Appendix H)
- L. USU Policy 366 – Parental Caregiving with Modified Duties (PCMD) [Resolution 17-06-09] (Appendix I) Moved to the Action Agenda for discussion
- M. Utah State University Research Foundation (USURF) Re-appointment to the Board – Jagath Kaluarachchi [Resolution 17-06-10] (Appendix J)

Chair Jibson asked if any items should be pulled from the agenda or moved to the Action Agenda for further discussion. Trustee Nixon requested that USU Policy 366 Parental Caregiving with Modified Duties (PCMD) be moved to the Action Agenda for further discussion.

Action: Trustee Johnson moved the approval of the consent agenda with the exception of USU Policy 366, which was moved to the action agenda. Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

IV. Action Agenda

A. Utah State University Policy 366 Parental Caregiving with Modified Duties (PCMD) [Resolution 17-06-09] (Appendix I)

Trustee Nixon, requested clarification regarding the process for denial of leave. He also noted that this policy is in line with what most businesses are doing today; offering time for bonding with new or adopted children. President Cockett explained that the leave is a privilege granted by the University. The goal of this policy is to provide students with consistent instruction for the period of leave. If an alternative instructor could not be found then departments would work with the individual to find someone, set up speakers, or change what courses are taught by the individual that semester. Marla Boyer, Senior Associate Director of Human Resources, led the efforts to create the policy and worked closely with Ronda Callister, Former President of the Faculty Senate. The Faculty Senate reviewed the policy, gave feedback, and approved the policy as presented.

Action: Trustee Nixon moved the approval of [Resolution 17-06-09] the proposal to adopt USU Policy 366 Parental Caregiving with Modified Duties (PCMD). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

Interim Provost Larry Smith presented the following academic proposals. The first seven were from the Emma Eccles Jones College of Education and Human Services. Department Heads were present to answer any questions.

B. Proposal from The Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services to change the name from Family, Consumer, and Human Development to Human Development and Family Studies [Resolution 17-06-11] (Appendix K)

This name change is a modernization of the title to reflect what other departments are doing across the nation. The new title is appropriate in the professional field.

Action: Trustee Johnson moved the approval of [Resolution 17-06-11] the proposal from the Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services to change the name from Family, Consumer, and Human Development to Human Development and Family Studies. Trustee Peczuh seconded the motion. The voting was unanimous in the affirmative.

C. Proposal from The Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services to offer a Minor in Mental Health Advocacy and Awareness [Resolution 17-06-12] (Appendix L)

Interim Provost Smith explained that with a growing need for mental health awareness and care the proposed minor makes a great deal of sense. Representative Ed Redd brought an awareness of the widespread need for services in this area. Scot M. Allgood, Department Head, Family, Consumer, and Human Development, added that he met with Gretchen Peacock, Department Head, Psychology, and with advocates from the community to gain feedback regarding creation of the minor. President Cockett added that the desire was to bring together information that a variety of degree programs could utilize as the graduates go out into their chosen fields.

Action: Trustee Johnson moved the approval of [Resolution 17-06-12] the proposal from the Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services to offer a Minor in Mental Health Advocacy and Awareness. Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

The following two resolutions from the Department of Nursing and Health Professions were presented together.

- D. Proposal from the Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services to offer a Pharmacy Technician Certificate of Completion [Resolution 17-06-13] (Appendix M)
- E. Proposal from the Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services to offer a Surgical Technician Certificate of Completion [Resolution 17-06-14] (Appendix N)

These certificates are available through USU's Blanding campus. Certificates are critical to students in this geographic area. The Blanding campus responds to the needs of the region.

Action: Trustee Thomas moved the approval of [Resolution 17-06-13] and [Resolution 17-06-14] the proposal from the Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services to offer Certificates of Completion in Pharmacy Technician and in Surgical Technician. Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

- F. Proposal from the Department of Special Education and Rehabilitation, in the Emma Eccles Jones College of Education and Human Services to restructure the Certificate of Proficiency in Rehabilitation Counseling [Resolution 17-06-15] (Appendix O)

This proposal consists of minor changes to the certificate of proficiency in rehabilitation counseling. Changes include a small reduction in the number of credits and a restructure in the design aspect of the program.

Action: Trustee Nixon moved the approval of [Resolution 17-06-15] the proposal from the Department of Special Education and Rehabilitation, in the Emma Eccles Jones College of Education and Human Services to restructure the Certificate of Proficiency in Rehabilitation Counseling. Trustee Peczuh seconded the motion. The voting was unanimous in the affirmative.

The following two proposals from the School of Teacher Education and Leadership were presented.

- G. Proposal from the School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services to restructure the Master of Education in Curriculum and Instruction [Resolution 17-06-16] (Appendix P)
- H. Proposal from the School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services to restructure the Master of Science in Curriculum and Instruction [Resolution 17-06-17] (Appendix Q)

Action: Trustee Johnson moved the approval of [Resolution 17-06-16] [Resolution 17-06-17] proposals from the School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services to restructure the Master's of Education and Master's of Science in Curriculum and Instruction. Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

- I. Proposal from the Department of Landscape Architecture and Environmental Planning, in the College of Agriculture and Applied Sciences to offer a Baccalaureate and Master's degree in Accelerated Master's of Landscape Architecture [Resolution 17-06-18] (Appendix R)

Sean Michael, Department Head, Landscape Architecture and Environmental Planning, explained that this accelerated master's degree reflects a higher demand for those holding graduate level degrees in the profession. USU students will be able to earn a master's degree in one additional year. The change has no effect on the program's accreditation standards and complies with the School of Graduate Studies.

Action: Trustee Holland moved the approval of [Resolution 17-06-18] the proposal from the Department of Landscape Architecture and Environmental Planning, in the College of Agriculture and Applied Sciences to offer a Baccalaureate and Master's degree in Accelerated Master's of Landscape Architecture. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

David Cowley, Vice President, Business and Finance presented the remaining proposals.

- J. Real Property Acquisition – Richmond, Utah [Resolution 17-06-19] (Appendix S)

The parcel of land and accompanying water shares are adjacent to existing USU land being used for research. The land will be purchased at the appraised value.

Action: Trustee Gillmor moved the approval of [Resolution 17-06-19] the Real Property Acquisition of land in Richmond, Utah. Trustee Thomas seconded the motion. The voting was unanimous in the affirmative.

- K. Request for approval to Enter into a Long-Term Lease Agreement – Taylorsville, Utah [Resolution 17-06-20] (Appendix T)

The leased property will house the USU Salt Lake Educational Center which has been leasing space from the Granite School District. Granite School District now has a need for the space. Last September the Board approved entrance into a long-term lease agreement with Dakota Pacific Real Estate Partners in Murray for a new building project. After a series of delays, Dakota Pacific admitted that it could be three years before the project starts. Again, research went into finding the best space. This Taylorsville location is the best solution. The increased size of the space will better accommodate the growth in enrollment.

Action: Trustee Johnson moved the approval of [Resolution 17-06-20] the request for approval to Enter into a Long-Term Lease Agreement. Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

L. Utah State University 2017-18 Budgets [Resolution 17-06-21] (Appendix U)

Vice President Cowley walked the Trustees through the major budget line items and answered questions. Tuition is included as an appropriated budget item, a combination of collected tuition and tax funds. The state budgets continue to go up which helps meet our needs and goals. The auxiliaries are in as good shape as they have ever been. The bookstore struggles with other options for students to obtain textbooks. The textbook rental program has been a great way to stabilize the way students get their books. Housing continues to be full. USU Eastern is a little more challenging, especially their bookstore. The Athletics budget by nature is challenging. Vice President Hartwell's background as a CPA is great. Royalty distribution for institutions willing to hold televised games at less desirable hours has been restructured to evenly distribute funds. There will be less incentive going forward for USU to accommodate those times.

Action: Trustee Burnett moved the approval of [Resolution 17-06-21] the Utah State University 2017-18 Budgets. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

M. Capital Development Priority list for Fiscal Year 2018-19
[Resolution 17-06-22] (Appendix V)

Utah State University is allowed to submit two state-funded projects for ranking through the Board of Regents Capital Development Prioritization (CDP) process. The two projects are the Biology and Natural Resources Renovation project and the Center for Languages and Cultures. The BNR renovation, which was presented last year, was programmed and designed to work together with the Life Sciences building currently under construction. This ranked fourth last year with the top three being funded. The Center for Languages and Cultures would be built adjacent to the Ray B. West building. The College of Humanities and Social Sciences plan is to consolidate location of their departments and programs near the Ray B. West building. The non-state-funded project is the Phase II Space Dynamics Lab (SDL) building on the Innovation Campus. Current facilities have reached maximum capacity and limit new growth. The other projects listed are part of the five-year plan.

Action: Trustee Nixon moved the approval of [Resolution 17-06-22] the Capital Development Priority list for Fiscal Year 2018-19. Trustees Peters and Peczuh seconded the motion. The voting was unanimous in the affirmative.

Regent Theurer thanked those going off the Board and congratulated Chair Jibson moving onto the Board of Regents.

Chair Jibson expressed his appreciation for his opportunity to serve on the Board and to work with a dedicated supportive Board. Appreciation was also voiced to President Cockett, Sydney Peterson, the entire Administration, and Carolyn Brittain. The other outgoing Trustees added similar sentiments.

Action: Trustee Nixon made a motion to adjourn the Regular Meeting. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

The regular meeting adjourned at 11:53 a.m.

Ronald W. Jibson, Chair

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

Date Approved

18 August 2017

ITEM FOR ACTION

RE: Certificate of Treasurer for April 2017

The Certificate of Treasurer for April 2017 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 April 2017 totaled \$375,278,994, up \$18,637,120 (5.23%) over the same 2015-2016 period. The year-to-date state appropriated funds expenditures totaled \$257,963,350, down \$547,696 (0.21%) from the same 2015-2016 period and represented 69% of the total budget. The percent of budget expended, 69%, was 14% less than would be expected to be spent on a strict time of budget year expired basis.

Total expenditures for all funds totaled \$637,961,094, down \$11,377,954 (1.75%) from the same 2015-2016 period.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Certificate of Treasurer for April 2017.

**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 July 2016 to 30 April 2017 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 April 2017.

=====
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 2016 to 30 April 2017.

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 (83% Fiscal Year Expired)	1-Apr-17 30-Apr-17	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
Education and General (Except Athletics)	\$248,011,206	73%	\$19,085,062	\$182,252,307	\$167,660,030	\$14,592,277	8.70 %
Athletics	6,629,107	75%	439,501	4,980,060	4,729,910	250,150	5.29 %
E&G - O&M	2,845,536	26%	72,513	733,725	378,916	354,809	93.64 %
Agricultural Experiment Station	17,204,055	63%	1,057,696	10,805,004	9,479,542	1,325,462	13.98 %
UWRL Appropriation	3,919,450	40%	182,737	1,586,042	1,361,683	224,359	16.48 %
UWRL Apportionment	3,264,314	56%	138,677	1,828,666	2,879,463	(1,050,797)	(36.49) %
Tooele - Cont. Ed. Center	12,958,600	71%	537,927	9,209,450	9,791,387	(581,937)	(5.94) %
Educationally Disadvantaged	100,000	96%	831	95,746	100,181	(4,435)	(4.43) %
Southeastern Utah - Cont. Ed. Center	2,498,168	81%	125,267	2,020,555	1,805,598	214,957	11.91 %
Uintah Basin - Cont. Ed. Center	6,785,608	75%	430,877	5,089,512	5,182,436	(92,924)	(1.79) %
Cooperative Extension	19,423,155	53%	1,195,332	10,358,317	9,589,237	769,080	8.02 %
Brigham City - Cont. Ed. Center	18,709,221	49%	527,530	9,241,826	26,662,204	(17,420,378)	(65.34) %
USTAR	(246,788)	4%	(3)	(10,879)	104,142	(115,021)	(110.45) %
AWSF - USTAR Funding	-	-	-	-	50	(50)	(100.00) %
E&G - Vet Med	10,431,252	39%	320,049	4,117,015	3,550,315	566,700	15.96 %
Price (USU Eastern)	15,999,150	68%	1,295,016	10,949,560	10,601,593	347,967	3.28 %
Blanding Campus (USU Eastern)	4,316,999	75%	333,390	3,251,032	3,322,000	(70,968)	(2.14) %
Educationally Disadvantaged (USU Eastern)	171,059	6%	1,324	10,056	-	10,056	- %
Prehistoric Museum (USU Eastern)	595,407	61%	32,066	361,475	352,057	9,418	2.68 %
Workforce Education (USU Eastern)	1,663,495	65%	82,552	1,083,881	960,302	123,579	12.87 %
Total State Appropriated Funds	<u>\$375,278,994</u>	69%	<u>\$25,858,344</u>	<u>\$257,963,350</u>	<u>\$258,511,046</u>	<u>(\$547,696)</u>	(0.21) %
Total State Appropriated Funds 2015-2016	<u>\$356,641,874</u>						
Increase from 2015-2016	<u>\$18,637,120</u>						
Percent Increase from 2015-2016	<u>5.23%</u>						

	1-Apr-17 30-Apr-17	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	\$983,085	\$8,940,871	\$9,269,397	(\$328,526)	(3.54) %
Designated	6,559,922	64,809,354	58,657,385	6,151,969	10.49 %
Service Departments	4,661,466	42,166,898	42,540,054	(373,156)	(0.88) %
Auxiliary Enterprises (Except Athletics)	2,900,801	31,309,720	30,373,481	936,239	3.08 %
Athletics - USU	1,142,849	16,298,960	15,162,785	1,136,175	7.49 %
	<u>16,248,123</u>	<u>163,525,803</u>	<u>156,003,102</u>	<u>7,522,701</u>	<u>4.82 %</u>
<u>Other Restricted Funds</u>					
Instruction	1,625,792	15,337,964	13,549,585	1,788,379	13.20 %
Research	4,710,614	47,696,763	47,609,192	87,571	0.18 %
Public Service	3,533,091	37,963,012	34,815,692	3,147,320	9.04 %
Academic Support	531,913	5,693,545	5,699,399	(5,854)	(0.10) %
Student Services	699,822	7,196,865	6,562,438	634,427	9.67 %
Institutional Support	69,473	1,416,179	1,230,502	185,677	15.09 %
Operation and Maintenance of Plant	44,198	325,464	396,392	(70,928)	(17.89) %
Scholarships and Fellowships	631,244	55,136,352	52,344,977	2,791,375	5.33 %
Service Departments	3,516	12,815	27,996	(15,181)	(54.23) %
Auxiliary Enterprises	80,107	(43,157)	1,182,961	(1,226,118)	(103.65) %
	<u>11,929,770</u>	<u>170,735,802</u>	<u>163,419,134</u>	<u>7,316,668</u>	<u>4.48 %</u>
<u>Other Funds</u>					
Plant Funds	4,780,676	45,492,328	71,307,300	(25,814,972)	(36.20) %
Associated Students	-	-	-	-	- %
Other Agency Funds	12,458	243,811	98,466	145,345	147.61 %
	<u>4,793,134</u>	<u>45,736,139</u>	<u>71,405,766</u>	<u>(25,669,627)</u>	<u>(35.95) %</u>
 Total All Funds	 <u>\$58,829,371</u>	 <u>\$637,961,094</u>	 <u>\$649,339,048</u>	 <u>(\$11,377,954)</u>	 <u>(1.75) %</u>

8/7/17

Date

David T. Cowley

18 August 2017

ITEM FOR ACTION

RE: Certificate of Treasurer for May 2017

The Certificate of Treasurer for May 2017 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 May 2017 totaled \$375,356,794, up \$18,714,920 (5.25%) over the same 2015-2016 period. The year-to-date state appropriated funds expenditures totaled \$283,808,124, up \$2,278,325 (0.81%) over the same 2015-2016 period and represented 76% of the total budget. The percent of budget expended, 76%, was 16% less than would be expected to be spent on a strict time of budget year expired basis.

Total expenditures for all funds totaled \$700,537,691, down \$9,434,625 (1.33%) from the same 2015-2016 period.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Certificate of Treasurer for May 2017.

**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 July 2016 to 31 May 2017 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 May 2017.

=====
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 2016 to 31 May 2017.

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 (92% Fiscal Year Expired)	1-May-17 31-May-17	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
Education and General (Except Athletics)	\$248,073,006	81%	\$18,824,396	\$201,076,704	\$183,364,323	\$17,712,381	9.66 %
Athletics	6,629,107	81%	394,511	5,374,571	5,203,028	171,543	3.30 %
E&G - O&M	2,845,536	28%	63,986	797,711	439,242	358,469	81.61 %
Agricultural Experiment Station	17,204,055	69%	982,634	11,787,638	10,552,800	1,234,838	11.70 %
UWRL Appropriation	3,919,450	44%	127,590	1,713,632	1,538,648	174,984	11.37 %
UWRL Apportionment	3,264,314	60%	140,162	1,968,828	3,121,200	(1,152,372)	(36.92) %
Tooele - Cont. Ed. Center	12,958,600	76%	668,098	9,877,548	10,805,011	(927,463)	(8.58) %
Educationally Disadvantaged	100,000	100%	4,298	100,045	100,181	(136)	(0.14) %
Southeastern Utah - Cont. Ed. Center	2,498,168	87%	159,618	2,180,173	1,959,862	220,311	11.24 %
Uintah Basin - Cont. Ed. Center	6,785,608	82%	443,059	5,532,570	5,649,830	(117,260)	(2.08) %
Cooperative Extension	19,427,155	60%	1,256,743	11,615,060	10,509,548	1,105,512	10.52 %
Brigham City - Cont. Ed. Center	18,721,221	53%	591,506	9,833,331	27,649,773	(17,816,442)	(64.44) %
USTAR	(246,788)	99%	(232,845)	(243,724)	95,586	(339,310)	(354.98) %
AWSF - USTAR Funding	-	-	-	-	55	(55)	(100.00) %
E&G - Vet Med	10,431,252	49%	1,033,516	5,150,532	3,820,802	1,329,730	34.80 %
Price (USU Eastern)	15,999,150	74%	936,952	11,886,513	11,625,188	261,325	2.25 %
Blanding Campus (USU Eastern)	4,316,999	82%	301,419	3,552,452	3,640,132	(87,680)	(2.41) %
Educationally Disadvantaged (USU Eastern)	171,059	7%	2,424	12,481	-	12,481	-
Prehistoric Museum (USU Eastern)	595,407	68%	44,584	406,059	379,828	26,231	6.91 %
Workforce Education (USU Eastern)	1,663,495	71%	102,119	1,186,000	1,074,762	111,238	10.35 %
Total State Appropriated Funds	<u>\$375,356,794</u>	76%	<u>\$25,844,770</u>	<u>\$283,808,124</u>	<u>\$281,529,799</u>	<u>\$2,278,325</u>	0.81 %
 Total State Appropriated Funds 2015-2016	 <u>\$356,641,874</u>						
Increase from 2015-2016	<u>\$18,714,920</u>						
Percent Increase from 2015-2016	<u>5.25%</u>						

	1-May-17 31-May-17	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	\$1,464,545	\$10,405,416	\$10,327,884	\$77,532	0.75 %
Designated	7,257,860	72,067,213	66,805,517	5,261,696	7.88 %
Service Departments	3,732,647	45,899,545	46,628,008	(728,463)	(1.56) %
Auxiliary Enterprises (Except Athletics)	2,560,002	33,869,722	33,116,124	753,598	2.28 %
Athletics - USU	1,048,415	17,347,375	16,302,718	1,044,657	6.41 %
	<u>16,063,469</u>	<u>179,589,271</u>	<u>173,180,251</u>	<u>6,409,020</u>	3.70 %
<u>Other Restricted Funds</u>					
Instruction	1,784,978	17,122,942	15,323,829	1,799,113	11.74 %
Research	6,100,373	53,797,137	53,047,930	749,207	1.41 %
Public Service	4,400,861	42,363,873	38,717,629	3,646,244	9.42 %
Academic Support	683,374	6,376,919	6,194,726	182,193	2.94 %
Student Services	660,217	7,857,083	7,387,862	469,221	6.35 %
Institutional Support	117,208	1,533,387	1,311,641	221,746	16.91 %
Operation and Maintenance of Plant	69,569	395,033	426,681	(31,648)	(7.42) %
Scholarships and Fellowships	1,617,014	56,753,366	55,667,758	1,085,608	1.95 %
Service Departments	1,125	13,940	27,996	(14,056)	(50.21) %
Auxiliary Enterprises	184,672	141,515	1,351,451	(1,209,936)	(89.53) %
	<u>15,619,391</u>	<u>186,355,195</u>	<u>179,457,503</u>	<u>6,897,692</u>	3.84 %
<u>Other Funds</u>					
Plant Funds	4,997,817	50,490,145	75,689,682	(25,199,537)	(33.29) %
Associated Students	-	-	-	-	- %
Other Agency Funds	51,145	294,956	115,081	179,875	156.30 %
	<u>5,048,962</u>	<u>50,785,101</u>	<u>75,804,763</u>	<u>(25,019,662)</u>	(33.01) %
 Total All Funds	 <u>\$62,576,592</u>	 <u>\$700,537,691</u>	 <u>\$709,972,316</u>	 <u>(\$9,434,625)</u>	 (1.33) %

8/7/17
Date


David T. Cowley

18 August 2017

ITEM FOR ACTION

RE: Contract/Grant Proposals and Awards (June, 2017)

The summary of the Status of Sponsored Program Awards, prepared by our Sponsored Programs Office for June 2017 is submitted for the Trustees' consideration. They have received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

The awards for the month of June 2017 amounted to \$11,653,142 versus \$10,877,735 for June 2016.

The comparative graph, "Utah State University Sponsored Program Awards" indicates that through June 2017 cumulative award dollars were lower (- 2.7%) from last year for the same time period, with awards totaling \$192,873,176 for FY2017. Scholarships, fellowships and state appropriations for research are not included in either figure.

The value of proposals submitted increased (35.4%) from \$31,030,611 in June 2016 to \$42,007,259 during June 2017. The total number of current year proposals (1463) is more than FY2016 (1422).

RECOMMENDATION

The President and Vice President for Research recommend that the Board of Trustees approves the contract and grant status report for June 2017.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The attached list of contract/grant proposals and awards (June 2017) 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:

Date

Selected List of Awards Greater than \$1,000,000.00 from 06-01-2017 to 06-30-2017

Filters Applied*: No Filter

Award # 1

Control Number	S12002007	Agency	1,226,667.00
Funding Agency	Naval Research Lab	USU	0.00
Flow Through Agency	Marine Corps	Total	1,226,667.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	John Kratz		
Co-PI(s)			
Period of Performance	12-01-2013 -- 02-26-2018		
Original Award Date	01-14-2014		
Change/Mod Effective Date	06-23-2017		
Program Name	Naval Research Laboratory (NRL) Intelligence, Surveillance, and Reconnaissance Systems (ISRS) Task Order 0002 - Marine Corps (MC) Distributed Common Ground System (DCGS) 2014 and 2016		
Statement	This effort is for the continued development of Vantage and the integration with the new Virtual Image Processor (VIP). The Marines are requesting faster speeds and broader ranges of sensor capabilities to aid in tactical response imagery. This is an ongoing effort that continues to enhance their imagery capabilities.		

Agency Total	1,226,667.00
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USU Total	0.00
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Grand Total	1,226,667.00
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* 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: Keith.Paskett@usurf.usu.edu.

Selected List of Proposals Greater than \$1,000,000.00 from 06-01-2017 to 06-30-2017

Filters Applied*: No Filter

Proposal # 1: New

Control Number	S00002455	Agency	\$1,454,734.72
Proposal ID	T00004781 Revision: 0	USU	\$0.00
Funding Agency	Raytheon Corp General	Other	\$0.00
Department	USURF	Total	\$1,454,734.72
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Shane Jenkins		
Co-PI(s)			
Period of Performance	09-01-2017 -- 04-30-2019		
Proposal Date	06-30-2017		
Program Name	Ground Segment Modernization Program		
Statement	This effort supports the Ground Segment Modernization Program (GSMP) engineering design, development, integration and field installation effort to replace the current RQ-4B (Global Hawk) ground segment. The GSMP effort will provide a building-based ground segment solution capable of supporting the mission and command and control (C2) requirements for all RQ-4B air-vehicle variants.		

Proposal # 2: Change Order

Control Number	S00002607	Agency	\$2,301,214.00
Proposal ID	T00004789 Revision: 0	USU	\$0.00
Funding Agency	Air Force	Other	\$0.00
Department	USURF	Total	\$2,301,214.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Jim Perry		
Co-PI(s)			
Period of Performance	08-01-2017 -- 09-30-2018		
Proposal Date	06-29-2017		
Program Name	Kokanee		
Statement	Cubesat Mission		

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Prepared: 07-12-2017 09:55

Proposal # 3: New

Control Number	S00002671	Agency	\$6,167,213.00
Proposal ID	T00003637 Revision: 0	USU	\$0.00
Funding Agency	Cornell University - Private Funds Dept of Astronomy	Other	\$0.00
Department	USURF	Total	\$6,167,213.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	John Seamons		
Co-PI(s)			
Period of Performance	12-01-2019 -- 01-31-2030		
Proposal Date	06-30-2017		
Program Name	Comet Astrobiology Exploration Sample Return (CAESAR)		
Statement	The Space Dynamics Laboratory (SDL) will perform calibration testing of the Comet Astrobiology Exploration Sample Return (CAESAR) Camera Suite.		

Proposal # 4: New

Control Number	S06001000	Agency	\$4,042,142.00
Proposal ID	T00004753 Revision: 0	USU	\$0.00
Funding Agency	Air Force Research Laboratory	Other	\$0.00
Department	USURF	Total	\$4,042,142.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Paul Stradling		
Co-PI(s)			
Period of Performance	08-01-2017 -- 03-15-2021		
Proposal Date	06-13-2017		
Program Name	Space Situational Awareness (SSA) Sensor Development		
Statement	The Space Dynamics Laboratory (SDL) will support the development of advanced space situational awareness (SSA) sensor concepts, analyses, and designs. Work will also include continued development of the Full Sky Array (FSA) concept, as well as several new SSA sensor system concepts, and the associated program management activities.		

Agency Total	\$13,965,303.72
USU Total	\$0.00
Other Total	\$0.00
Grand Total	\$13,965,303.72

* 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.

Utah State University/Division of Sponsored Programs - List of Proposals Over \$1,000,000: 06/01/2017 - 06/30/2017

Proposal Number	Funding Sponsor/FTE	Prime Sponsor	Department/Unit	College	Principal Investigator	Proposal Type	Function Type	Proposed Start Date (Initial Period)	Proposed End Date (Total Period)	Title	Proposed Funding (This Action)
00164001	New Mexico Public Education Dept.		Center for Persons with Disabilities	Emma Eccles Jones College of Education & Human Services	John D Copenhaver	New	Other Sponsored Activities	2017-07-01	2019-06-30	New Mexico Technical Assistance	\$ 1,004,625.94
00164035	U.S. Dept. of Int. Bureau of Land Management (BLM)		Center for Civic Engagement & Service-Learning	Student Affairs	Sean D Damitz	New	Other Sponsored Activities	2017-07-01	2022-06-30	BLM WY, Wyoming Ranger Habitat Restoration, Enhancement, and Mule Deer Initiative	\$ 5,000,000.00
00164344	National Institute of Food and Agriculture		Animal Dairy & Veterinary Sciences	College of Agriculture & Applied Sciences	Aaron James Thomas	New	Research Basic	2018-01-01	2021-12-31	Validated qPCR assays for annotated transcripts in cattle, sheep, and goats	\$ 1,382,473.22
00164721	University of California-Berkeley	U.S. National Aeronautics & Space Administration (NASA)	Plants Soils & Climate	College of Agriculture & Applied Sciences	Bruce G Bugbee	New	Research Basic	2017-04-01	2022-03-31	Center for the Utilization of Biological Engineering in Space (CUBES)	\$ 1,873,726.60
00164789	U.S. National Science Foundation (NSF)		Civil & Environmental Engineering	College of Engineering	David G Tarboton	Revision	Research Basic	2017-07-01	2022-06-30	S12-SSI: Collaborative Research: Cyber-infrastructure for Advancing Hydro-logic Knowledge through Collaborative Integrations of Data, Science, Modeling, and Analysis	\$ 2,760,000.15
00164937	UT Department of Health		Center for Persons with Disabilities	Emma Eccles Jones College of Education & Human Services	Susan E Thain Olsen	New	Other Sponsored Activities	2017-07-01	2018-06-30	Up to 3 Baby Watch Early Intervention Program	\$ 1,258,437.00
											\$ 13,279,262.91

ITEM FOR ACTION

RE: Delegation/Administrative Reports – 05/26/17 to 06/30/17

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 to 05/26/17 to 06/30/17.

Professional Contracts, 19 contracts issued (Pages 1-2)

Comments are provided on the report.

Construction Contracts, 13 contracts issued (Page 3)

Comments are provided on the report.

Report of Contingency Reserve Fund (Pages 4-5)

The contingency amounts for the FY18 delegated capital improvement projects have been added to the Contingency Reserve Fund report. The list includes 24 new projects. An amount of \$742,060 has been added to the fund and six projects needed funds from the contingency reserve fund during this reporting period. Based on an internal risk assessment, the University finds this fund's balance to be adequate.

Report of Project Reserve Fund Activity (Page 6)

Four projects contributed to and 1 project needed funds from the project reserve fund during this reporting period. Based on an internal risk assessment, the University finds this fund's balance to be adequate.

Current Delegated Projects List (Pages 7-9)

Of USU's 91 projects, 12 are pending, 16 are in the design/study phase, 45 are in construction, 14 are substantially complete and 4 are complete. The four projects completed during this period were RBW Family Life CW Piping, BNR Roadway Repl., E Stadium Restroom Reroof and Access Control FY17.

Representatives from Utah State University will attend the Building Board meeting to address any questions the Board may have.

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.

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

Date



Professional Contracts Awarded From 05/26/17 to 06/30/17

Project Name	Firm Name	A/E Budget	Fee Amount	Comments
1 Ray B. West Reroof	Design West	\$55,000.00	\$55,000.00	Design services
2 Medium Voltage Upgrade FY18	Spectrum Engineers	\$98,000.00	\$30,056.00	Electrical engineering design services
3 Stairs Replacement N Terrace	Civil Solutions Group	\$22,500.00	\$21,700.00	Design services for rock garden stairs replacement
4 Parking Lot Paving FY18	CRS Consulting Engineers	\$36,000.00	\$18,950.00	Surveying and engineering services
5 Eccles Bus Bldg Tower Reroof	Design West	\$13,670.00	\$7,900.00	Design services
6 Water Lab Boiler Replacement	Sine Source Engineering	\$9,700.00	\$2,000.00	Electrical design services
MISCELLANEOUS CONTRACTS				
7 Planning & Design FY17	Method Studio	\$85,457.00	\$30,000.00	Feasibility study - RBW
8 Planning & Design FY18	AJC Architects	\$175,000.00	\$13,800.00	Feasibility study - replace Geology Greenhouse
9 Medium Voltage Upg FY18	CMT Engineering	\$10,000.00	\$10,000.00	Electrical duct bank upgrade testing
10 Education Suite 109 Remodel	Brooks Design	\$24,060.00	\$8,000.00	Interior design services
11 Water Lab Front Bridge	Forsgren Associates	\$50,000.00	\$7,900.00	Bridge evaluation
12 Health, LS, Code, Asbestos FY17	R&R Environmental	\$132,416.00	\$5,222.00	Asbestos inspection Lillywhite
13 SE Sidewalk & Safety Lighting	CMT Engineering	\$8,500.00	\$2,480.00	Concrete testing services SE sidewalks
14 Concrete Replacement FY18	CMT Engineering	\$3,500.00	\$2,287.00	Concrete testing USU campus
15 Sign System FY15	Interpretive Graphics & Signs	\$5,710.00	\$1,710.00	Design services vehicle way-finding signs

16 Univ Inn Slab & PTT Repair	CMT Engineering	\$2,500.00	\$1,324.00	Concrete testing Univ Inn bridge
17 Health, LS, Code, Asbestos FY17	Dixon Information	\$132,416.00	\$946.00	Bulk & air samples
18 VCT Tile Replacement in Hallways	Dixon Information	\$141,861.00	\$305.00	Bulk & air samples
19 Classroom Upgrades FY17	Dixon Information	\$254,237.00	\$51.00	Bulk samples



Construction Contracts Awarded From 05/26/17 to 06/30/17

Project	Firm Name	Design Firm	Const Budget	Contract Amt	Comments
1 SE Sidewalk and Safety Lighting	Raymond Construction	USU Facilities Planning and Design	\$772,414.00	\$564,857.00	Sidewalk improvements 700 N
2 Medium Voltage Upgrade FY18	Jacobsen Construction	Spectrum Engineers	\$1,283,358.00	\$560,367.00	Update electrical cabling Univ Inn to Widstoe
3 Access Control FY18	Stone Security	USU Facilities Planning and Design	\$482,750.00	\$428,352.00	Update access control USU campus
4 Concrete Replacement FY18	Raymond Construction	USU Facilities Planning and Design	\$302,060.00	\$265,800.00	Concrete replacement 700 N sidewalk
5 Medium Voltage Upgrade FY17	Jacobsen Construction	USU Facilities Planning and Design	\$1,218,766.00	\$249,280.00	Upgrade electrical duct bank Univ Inn to Widstoe
6 Education Suite 109 Remodel	Spindler Construction	Van Boerum & Frank	\$156,863.00	\$156,863.00	Demolition and construction services
7 Classroom Upgrades FY17	USU Facilities Planning and Design	USU Facilities Planning and Design	\$254,237.00	\$135,568.00	OM 102 Remodel, install projector screens
8 Classroom Upgrades FY17	Jacobsen Construction	Van Boerum & Frank	\$254,237.00	\$73,363.00	Room upgrades MCC Bldg
9 Health, LS, Code, Asbestos FY18	USU Facilities Planning and Design	USU Facilities Planning and Design	\$130,137.00	\$31,317.00	Replace three exterior doors Fieldhouse
10 Parking Lot Repair and Seal	Top Job Asphalt	USU Facilities Planning and Design	\$126,027.00	\$18,402.00	Seal coat and stripe parking lots
11 Classroom Upgrades FY18	USU Facilities Planning and Design	USU Facilities Planning and Design	\$169,400.00	\$15,939.00	Classroom remodel OM 343
MISCELLANEOUS CONTRACTS					
12 Health, LS, Code, Asbestos FY17	Eagle Environmental		\$132,416.00	\$10,876.00	Abatement pipes & caulking IS 001, Ed 109
13 Health, LS, Code, Asbestos FY17	Environmental Abatement		\$132,416.00	\$9,850.00	Abatement of floor tile and mastic

Report of Contingency Reserve Fund From 05/26/17 to 06/30/17

Project Title	Current Transfers	Total Transfers To (From) Contingency	% to Construction Budget	Project Status	% Completed (Paid)
BEGINNING BALANCE	\$438,191.78				
INCREASES TO CONTINGENCY RESERVE FUND					
Medium Voltage Upgrade FY18	108,642.00	108,642.00	8.40%	New Project	
Champ/OM Hill Sewer Line Repl	100,800.00	100,800.00	8.40%	New Project	
NFS Lab Ventilation Replace	74,846.00	74,846.00	8.75%	New Project	
SE Sidewalks & Safety Lighting	67,586.00	67,586.00	8.75%	New Project	
OM Reroof South Wing	65,158.00	65,158.00	9.00%	New Project	
Bio Tech Lab Controls	37,865.00	37,865.00	9.25%	New Project	
Ray B. West Reroof	35,349.00	35,349.00	9.25%	New Project	
Parking Lot Paving FY18	34,545.00	34,545.00	9.25%	New Project	
Concrete Replacement FY18	27,940.00	27,940.00	9.25%	New Project	
Stairs Replacement N Terrace	25,273.00	25,273.00	9.25%	New Project	
Water Lab Boiler Replacement	22,513.00	22,513.00	9.25%	New Project	
Access Control FY18	17,250.00	17,250.00	9.44%	New Project	
Classroom Upgrades FY18	16,093.00	16,093.00	9.50%	New Project	
Univ Inn Slab & PTT Repair	14,701.00	14,701.00	9.50%	New Project	
SDL Fire Alarm Upgrade	13,899.00	13,899.00	9.50%	New Project	
Eccles Bus Bldg Tower Reroof	13,671.00	13,671.00	9.50%	New Project	
Health, LS, Code, Asbestos FY18	12,363.00	12,363.00	9.50%	New Project	
Parking Lot Repair & Seal	11,973.00	11,973.00	9.50%	New Project	
NR Fire Alarm Upgrade	11,582.00	11,582.00	9.50%	New Project	
Research Greenhouse Boiler Rpl	11,557.00	11,557.00	9.25%	New Project	
Lighting Control Upgrade	5,791.00	5,791.00	9.50%	New Project	
Bike Racks/Site Furn FY18	5,205.00	5,205.00	9.50%	New Project	
Sign System FY18	4,338.00	4,338.00	9.50%	New Project	
USUE Geary Theatre Upg FY18	3,120.00	279,250.00	4.95%	New Project	

DECREASES FROM CONTINGENCY RESERVE FUND					
Contingency Fund to Project Reserve Fund (2017 Legislative Session S.B. 2)	(300,000.00)				
USUE Geary Theatre Upgrades FY16 FY17 FY18 (added showers, frosted glass, AV room, family restroom, storefront, CW pump)	(63,246.00)	(99,803.00)	1.77%	Construction	47.63%
OM Reroof South Wing (additional roofing at SW and NW entrance)	(28,737.00)	(28,737.00)	3.97%	Construction	34.04%
Kaysville Building Addition - contingency split 42% (doors, painting, electrical, millwork, spray foam and backer)	(8,222.24)	(14,270.02)	0.64%	Construction	43.04%
PDP Air Handling Units (relocated conduit, ductwork, duct layout revision)	(6,040.34)	(19,434.54)	6.77%	Construction	78.38%
VCT Tile Replacement Hallways (additional transit floor backer removal)	(2,365.00)	(2,365.00)	1.06%	Construction	19.47%
Health, LS, Code, Asbestos FY17 (asbestos removal sheetrock Bus Bldg)	(2,279.00)	(2,279.00)	1.75%	Construction	76.25%
ENDING BALANCE	\$769,362.20				

**Report of Project Reserve Fund Activity
From 05/26/17 to 06/30/17**

Project Title	Transfer Amount	Description	% of Construction Budget
BEGINNING BALANCE	\$393,262.49		
INCREASES TO PROJECT RESERVE FUND			
Contingency Fund to Project Reserve Fund	300,000.00	2017 Legislative Session S.B.2	
RBW Family Life Chilled Water Piping	102,730.63	Close Project	14.66%
BNR Roadway Replacement	101,174.27	Close Project	32.52%
East Stadium Restroom Reroof	31,616.00	Close Project	72.65%
Access Control FY17	30.57	Close Project	0.06%
DECREASES TO PROJECT RESERVE FUND			
Univ Inn to Widstoe Steamline	(199,008.00)	Award contract	25.85%
ENDING BALANCE	\$729,805.96		



Current Delegated Projects List

06/30/17

Project Number	Project Name	Phase	Project Budget
CAPITAL DEVELOPMENT/IMPROVEMENT			
A28999	Building Commissioning FY14	Sub Completion	196,296
A29004	Emergency Generator FY14	Sub Completion	250,390
A31321	Classroom/Auditorium Upgrade FY15	Construction	276,045
A31325	Emergency Generator FY15	Pending	229,872
A31328	HVAC Controls Upgrade FY15	Pending	228,311
A31333	Planning & Design FY15	Sub Completion	175,075
A31334	Sign System FY15	Sub Completion	47,193
A31335	Site & Safety Lighting	Construction	322,525
A33654	Romney Stadium Scoreboard	Construction	2,680,347
A34107	Kaysville Building Addition	Construction	2,814,382
A34283	Chilled Water Infrastructure FY16	Construction	357,878
A34284	Classroom/Auditorium Upgrades FY16	Construction	292,487
A34285	Concrete Replacement FY16	Sub Completion	243,096
A34287	Health, LS, Code, Asbestos FY16	Construction	191,004
A34290	Medium Voltage Upgrade FY16	Sub Completion	1,180,859
A34294	Planning & Design FY16	Sub Completion	129,790
A34295	RBW/Family Life Chilled Water Piping	Complete	738,980
A34296	South Farm Fire Lane/Hydrants FY16	Construction	498,206
A34298	UBC Infrastructure Improvements	Construction	1,193,514
A34299	Univ Inn/Widstoe Steam Line Replacement	Design	75,000
A34300	VCT Tile Replacement in Hallways	Construction	331,255
A34301	Vet Science Electrical Upgrade FY16	Design	98,753
A34468	Roosevelt Ed Ctr Aggie Station Remodel	Sub Completion	51,770
A35569	Townhouse Stucco Proj Bldg 3	Pending	139,470
A35676	Merrill Cazier Lib Testing Ctr	Construction	2,108,650
A35677	PDP Air Handling Units	Construction	410,603
A35971	PDP Refreshment	Construction	797,129

A36118	Utility Meter Upgrades FY16	Design	91,500
A36388	North Core Utilities Replacement & Tunnel Expansion	Sub Completion	3,552,462
A36466	BNR Roadway Replacement	Complete	228,752
A36467	Old Main Reroof-Center Section	Sub Completion	766,381
A36468	Hydraulics Lab Landscape FY17	Construction	93,033
A36469	Medium Voltage Upgrade FY17	Construction	1,222,100
A36734	Classroom Upgrades FY17	Construction	275,847
A36735	Concrete Replacement FY17	Sub Completion	380,194
A36736	Bike Racks/Site Furn FY17	Construction	45,662
A36737	Access Control FY17	Complete	72,764
A36738	Health, LS, Code, Asbestos FY17	Construction	139,916
A36739	E Stadium Restroom Reroof	Complete	19,250
A36740	FAV Photo Lab Safety Ventilation	Construction	367,000
A36741	Planning & Design FY17	Design/Study	85,457
A36742	Univ Inn to Widstoe Steamline-Construction	Construction	987,408
A37078	FAV 210/215 Remodel Phase II	Sub Completion	151,007
A37302	South Farm New Dairy Barn	Construction	1,365,809
A37631	Student Living Center Snack Shop	Design	213,530
A37673	Huntsman Library Huntsman Hall	Construction	203,833
A37740	Roosevelt Ed Ctr Atrium Remodel	Sub Completion	618,663
A38008	Blue Square Parking Expansion	Construction	546,244
A38143	Student Organic Farm Facility	Design	146,666
A38144	Bus Bldg East Office Remodel	Construction	619,748
A38594	Lillywhite Interior Remodel	Design	1,026,000
A38598	Edith Bowen Playground	Design	386,820
A38666	Access Control FY18	Construction	482,750
A38777	IC Irrigation Trunk Line	Design	252,000
A38903	Education Suite 109 Remodel	Construction	356,362
A38923	Animal Science Math Remodel	Construction	140,147
A38970	Aggie Village Detention System	Construction	398,496
A38975	OM Reroof South Wing	Construction	763,579
A38988	Univ Inn Slab & PTT Repair	Construction	194,060
A39004	HPER Admin/Nursing Remodel	Design	432,303
A39185	Medium Voltage Upgrade FY18 (NEW PROJECT)	Construction	1,391,358
A39186	Planning & Design FY18 (NEW PROJECT)	Design/Study	175,000

A39187	Health, LS, Code, Asbestos FY18 (NEW PROJECT)	Construction	137,637
A39188	Concrete Replacement FY18 (NEW PROJECT)	Construction	322,060
A39189	Bike Racks/Site Furn FY18 (NEW PROJECT)	Pending	54,795
A39190	Sign System FY18 (NEW PROJECT)	Pending	45,662
A39191	Classroom Upgrades FY18 (NEW PROJECT)	Construction	183,907
A39192	Stairs Replacement N Terrace (NEW PROJECT)	Design	299,727
A39193	NFS Lab Ventilation Replace (NEW PROJECT)	Pending	950,154
A39194	Parking Lot Paving FY18 (NEW PROJECT)	Design	415,455
A39195	Parking Lot Repair & Seal (NEW PROJECT)	Construction	138,027
A39196	Champ/OM Hill Sewer Line Repl (NEW PROJECT)	Pending	1,299,200
A39197	Water Lab Front Bridge (NEW PROJECT)	Construction	50,000
A39198	SE Sidewalks & Safety Lighting (NEW PROJECT)	Construction	782,414
A39199	Eccles Bus Bldg Tower Reroof (NEW PROJECT)	Design	161,329
A39200	Water Lab Boiler Replacement (NEW PROJECT)	Construction	257,487
A39201	Research Greenhouse Boiler Rpl (NEW PROJECT)	Construction	133,443
A39202	Lighting Control Upgrade (NEW PROJECT)	Pending	69,209
A39203	Campus Mapping (NEW PROJECT)	Pending	200,000
A39204	Bio Tech Lab Controls (NEW PROJECT)	Pending	462,135
A39205	NR Fire Alarm Upgrade (NEW PROJECT)	Pending	138,418
A39206	SDL Fire Alarm Upgrade (NEW PROJECT)	Pending	166,101
A39207	Ray B. West Reroof (NEW PROJECT)	Design	414,651
C11368	USUE Mechanical/Lighting upgrade	Sub Completion	877,397
C11461	USUE Infrastructure/Automation Upgrade	Construction	461,857
C11508	USUE Career Center Upgrades	Construction	1,006,139
C11614	USUE Blanding Campus Mechanical FY16	Construction	45,662
C11615	USUE Geary Theatre Bldg Upgrades	Construction	6,520,553
C11709	USUE Soccer Fields	Construction	790,609
C11714	USUE Site Lighting Phase 2	Construction	230,100
C11781	USUE Blanding Housing Fire Safety	Design	170,400
TOTAL (91)			<u><u>\$51,035,509</u></u>

18 August 2017

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; and one (1) new appointment.

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; and one (1) new appointment.

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

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

Faculty and Staff Adjustments

a. Change in Title or Assignment

Emma Eccles Jones College of Education and Human Services

Sylvia R. Read, Associate Professor at the USU Salt Lake Center, School of Teacher Education and Leadership, Emma Eccles Jones College of Education and Human Services, to also be Associate Dean for Educator Preparation/Teacher Education of the same; effective 01 July 2017. Change in salary to \$116,867/12-months.

USU Eastern

Kyle K. Willis, Maintenance Technician Senior, Facilities, USU Eastern, to be Director of Price Campus Facilities and Grounds*; effective 01 July 2017; replacing Eric D. Mantz. Change in salary to \$61,334/12-months.

** This position is one of two replacing the Associate Vice Chancellor of Price Campus Business Services position, which is being eliminated and restructured with two directorships.*

b. New Appointments

Emma Eccles Jones College of Education and Human Services

Aurora Hughes Villa, Professional Practice Associate Professor and Beverley Taylor Sorenson Endowed Program Director of Elementary Arts Education, School of Teacher Education and Leadership, Emma Eccles Jones College of Education and Human Services; effective 01 August 2017; replacing Sylvia Munsen. B.F.A. and B.S. State University College at Buffalo New York, 1995; M.F.A. The School of the Art Institute of Chicago, 1998. Salary to be \$78,000/9-months.

ITEM FOR ACTION

RE: Report of Investments for April 2017

The Report of Investments for April 2017 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 April 2017 and comparative year-to-date totals for FY 2016-2017 and FY 2015-2016.

CASH MANAGEMENT INVESTMENT POOL

The average daily fair value invested during April 2017 was \$344,076,675, down \$21,517,983 from March 2017. Total investment income was \$1,659,355, up \$1,439,095 over March 2017, reflecting the decrease in the amount available for investing and an increase in total investment return. The annualized total investment return was 5.79%, up 5.07% from March 2017.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$333,297,507, up \$8,920,430 (2.75%) over FY 2015-2016. Total interest income for FY 2016-2017 amounted to \$5,202,888, up \$535,452 (11.47%) from FY 2015-2016, reflecting an increase in the amount available for investing and an increase in interest rates.

The total amount invested at 30 April 2017 was \$335,992,018, up \$29,240,927 (9.53%) over 30 April 2016.

ENDOWMENT POOL

The average daily fair value invested during April 2017 was \$170,129,625, up \$3,175,988 over March 2017. Interest and dividend income of \$138,664 plus net realized gains of \$1,016,284 totaled \$1,154,948 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$154,844,410, up \$14,832,250 (10.59%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$3,769,315, up \$1,483,438 (64.90%) over FY 2015-2016. This increase resulted from \$252,749 less in interest and dividends and \$1,736,187 more net realized gains during FY 2016-2017.

The total amount invested at 30 April 2017 was \$172,469,582, up \$24,179,713 (16.31%) over 30 April 2016.

OTHER INVESTMENTS

The average daily fair value invested during April 2017 was \$103,485,768, up \$1,326,174 over March 2017. Interest and dividend income of \$403,557 minus net realized losses of \$1,229 totaled \$402,328 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$100,038,590, up \$11,971,792 (13.59%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$3,950,670, up \$1,576,097 (66.37%) over FY 2015-2016. This increase resulted from \$480,389 more in interest and dividend income and \$1,095,708 more in net realized gains during FY 2016-2017.

The total amount invested at 30 April 2017 was \$104,117,842, up \$8,350,548 (8.72%) over 30 April 2016.

ENDOWMENT TRUSTS

The average daily fair value invested during April 2017 was \$5,918,844 down \$104,485 from March 2017. Interest and dividend income of \$18,536 minus net realized losses of \$2,031 totaled \$16,505 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$5,807,535, up \$104,036 (1.82%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$353,477, up \$150,558 (74.20%) over FY 2015-2016. This increase resulted from \$17,709 more interest and dividend income and \$132,849 more net realized gains during FY 2016-2017.

The total amount invested at 30 April 2017 was \$5,919,873, up \$143,148 (2.48%) over 30 April 2016.

PLANT FUND TRUSTS

The average daily fair value invested during April 2017 was \$38,143,118, down \$6,160,103 from March 2017. Interest income totaled \$44,701 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for 2016-2017 was \$53,796,659, down \$12,120,411 (18.39%) from FY 2015-2016. Total realized income for 2016-2017 was \$542,654, down \$212,947 (28.18%) from FY 2015-2016. This decrease reflects the decreased amount available for investing and a decrease in the rate of return.

The total amount invested at 30 April 2017 was \$36,227,496, down \$33,058,325 (47.71%) from 30 April 2016.

SUMMARY OF INVESTMENT TRANSACTIONS

The University's average daily fair value invested for the month of April was \$661,754,030. Purchases totaled \$78,790,005 and sales totaled \$99,188,267. From this activity the University realized net gains of \$1,013,024 and earnings of \$1,174,577.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Report of Investments for April 2017.

**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 April 2017 to 30 April 2017 and comparative year-to-date totals for the periods 1 July 2016 to 30 April 2017 and 1 July 2015 to 30 April 2016; 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 April 2017 to 30 April 2017 and comparative year-to-date totals for the periods 1 July 2016 to 30 April 2017 and 1 July 2015 to 30 April 2016;

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 April 2017.


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RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

UTAH STATE UNIVERSITY
REPORT OF INVESTMENTS
APRIL 2017

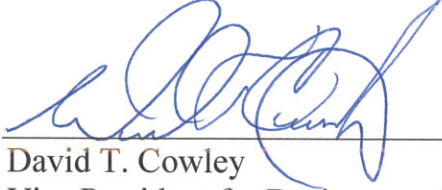
The following schedules (A through E2) provide a report of the University's Investments. To the best of my knowledge, Utah State University is in compliance with the Utah State Money Management Act and the rules of the Utah State Money Management Council and the Utah State Uniform Prudent Management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



Danford R. Christensen
Controller

8/7/17

Date



David T. Cowley
Vice President for Business and Finance

8/7/17

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 2016	\$259,491,304	\$60,178,583	\$21,545,455	\$274,523	\$298,398,955	\$283,840,766	\$391,062	\$5,160	\$385,902
Aug 2016	298,398,955	23,777,000	16,000,000	154,004	306,329,959	295,386,304	415,707	(110)	415,817
Sep 2016	306,329,959	43,355,000	6,406,000	(332,225)	342,946,734	339,057,689	460,300	(175)	460,475
Oct 2016	342,946,734	12,458,750	28,345,000	(949,619)	326,110,865	330,700,433	475,719	(40)	475,759
Nov 2016	326,110,865	20,000,000	26,963,583	(3,546,068)	315,601,214	325,387,262	625,767	65	625,702
Dec 2016	315,601,214	17,000,000	1,000,000	(1,260,619)	330,340,595	321,330,923	491,971	(25)	491,996
Jan 2017	330,340,595	36,000,000		55,813	366,396,408	357,105,116	583,685	1,936	581,749
Feb 2017	366,396,408	8,045,000	13,616,000	991,228	361,816,636	370,495,244	566,034		566,034
Mar 2017	361,816,636	7,475,000	16,993,100	(403,264)	351,895,272	365,594,658	623,524	(25)	623,549
Apr 2017	351,895,272	17,000,000	33,993,490	1,090,236	335,992,018	344,076,675	569,119	807	568,312
May 2017									
Jun 2017									

Comparative Totals:

Year-to-date

FY 2016-17	\$259,491,304	\$245,289,333	\$164,862,628	(\$3,925,991)	\$335,992,018	\$333,297,507	\$5,202,888	\$7,593	\$5,195,295
FY 2015-16	294,364,021	226,015,067	216,408,500	2,780,503	306,751,091	324,377,077	4,667,436	6,717	4,660,719
Amt Change					29,240,927	8,920,430	535,452	876	534,576
% Change					9.53%	2.75%	11.47%	13.04%	11.47%

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 April 2017

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				\$5,761		\$5,761	\$6,200,000	1.12%
Utah Public Treasurers' Investment Fund	\$7,000,000			15,253		15,253	14,666,667	1.25%
Corporate Bonds and Floaters		\$11,993,490	\$11,993,490	266,281	(\$28,883)	237,398	176,485,958	1.61%
Obligations of U. S. Government	10,000,000	22,000,000	22,000,000	261,413	1,082,144	1,343,557	135,283,750	11.92%
Municipal Bonds				20,411	36,975	57,386	11,440,300	6.02%
Total	<u>\$17,000,000</u>	<u>\$33,993,490</u>	<u>\$33,993,490</u>	<u>\$569,119</u>	<u>\$1,090,236</u>	<u>\$1,659,355</u>	<u>\$344,076,675</u>	5.79%

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 2016	\$128,305,123	\$3,380,132	\$3,291,558	\$19,341,565	\$147,735,262	\$138,020,193	\$88,573	(\$5,861)	\$82,712		\$82,712
Aug 2016	147,735,262	1,227,753	1,095,585	543,886	148,411,316	148,073,289	142,874	(2,230)	140,644	\$8,638	132,006
Sep 2016	148,411,316	9,075,229	8,706,877	597,333	149,377,001	148,894,159	368,352	(21,605)	346,747		346,747
Oct 2016	149,377,001	3,760,549	1,675,047	(1,178,681)	150,283,822	149,830,412	145,891	(7,267)	138,624	7,689	130,935
Nov 2016	150,283,822	998,775	879,027	795,668	151,199,238	150,741,530	130,993	(2,324)	128,669	11,246	117,423
Dec 2016	151,199,238	2,046,450	1,559,381	2,250,848	153,937,155	152,568,197	487,069	(3,926)	483,143		483,143
Jan 2017	153,937,155	13,419,482	6,359,921	2,208,960	163,205,676	158,571,416	186,742	663,475	850,217	7,623	842,594
Feb 2017	163,205,676	13,338,649	13,228,529	2,801,811	166,117,607	164,661,642	119,488	34,877	154,365	9,368	144,997
Mar 2017	166,117,607	1,759,759	1,460,897	1,373,198	167,789,667	166,953,637	298,862	(9,616)	289,246	11,319	277,927
Apr 2017	167,789,667	52,067,175	48,528,074	1,140,814	172,469,582	170,129,625	138,664	1,016,284	1,154,948	2,007	1,152,941
May 2017											
Jun 2017											

Comparative Totals:

Year-to-date

FY 2016-17	\$128,305,123	\$101,073,953	\$86,784,896	\$29,875,402	\$172,469,582	\$154,844,410	\$2,107,508	\$1,661,807	\$3,769,315	\$57,890	\$3,711,425
FY 2015-16	140,117,856	28,111,280	18,492,361	(1,446,906)	148,289,869	140,012,160	2,360,257	(74,380)	2,285,877	53,892	2,231,985
Amt Change					24,179,713	14,832,250	(252,749)	1,736,187	1,483,438	3,998	1,479,440
% Change					16.31%	10.59%	-10.71%	2334.21%	64.90%	7.42%	66.28%

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 \$13,711,173 principal beginning balance, a \$17,168,011 ending balance, and a \$17,144,866 average daily balance for the current month. Current month interest and dividends from the CMIP were \$28,092 bringing the total to \$159,746 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 April 2017

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		\$3,437,857		\$9,111	\$9,111	\$0	\$28,092
CMP Interest		28,092					
Equity funds							
RhumbLine QSI Index			101.587	490	2,207	1,717	
Fixed Income funds							
Longfellow		363,588		457,405	444,166	(13,239)	28,601
Wells Fargo							
High Yield Bond Fund	3,566.299	37,425					34,287
Oaktree Senior Loan Fund, L.P.		1,230,036		12,479,467	13,507,273	1,027,806	
Paydenfunds - Emerging Markets Bond Fund	1,028.909	14,343					14,343
Alternatives							
Aether Investment Partners, LLC							
Aether Real Assets IV, LP		76,035					
Pacific Asset Management							
Pacific Asset Management		11,047,000					
Solamere Capital							
Solamere Founders Fund II, LP				69,484	69,484	0	
Woodbury							
Woodbury Strategic Partners Fund, L.P.				1,546	1,546	0	22,349
Woodbury Capital II, LP							6,224
WSP Wilmington, Phase I				305	305	0	3,360
Money Market Funds							
Money Market - 05374002		25					25
Goldman Sachs Bank Deposit		80					80
Wells Fargo Treasury Plus Money Market Inst #793		10,289,680		10,289,680	10,289,680	0	1,303
Accrued Income / Other							
05374002							
Cash		12,733,392		12,646,632	12,646,632	0	
Oaktree		12,277,237		11,047,000	11,047,000	0	
Rhumbline				2,208	2,208	0	
Solamere Founders Fund I, LP				38,543	38,543	0	
UTS SPDR Trust Ser 1 (SPY)				48,545	48,545	0	
WSP Wilmington Phase I Receivable		3,666					
Wells Fargo - High Yield		34,287		37,425	37,425	0	
Wells Fargo - Treasury		1,303					
05374004							
Cash		462,466		290,287	290,287	0	
Payable - Petroles Mexicanos				75,362	75,362	0	
Receivable - Interest Accrual		30,663		18,300	18,300	0	
Total Endowment Pool Transactions		<u>\$52,067,175</u>		<u>\$47,511,790</u>	<u>\$48,528,074</u>	<u>\$1,016,284</u>	<u>\$138,664</u>

UTAH STATE UNIVERSITY
SUMMARY OF OTHER INVESTMENT TRANSACTIONS
For the Month of April 2017

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						\$663
Common and Preferred Stock						
Morgan Stanley						
Alaska Air Group	20.000	\$1,826	20.000	\$1,826	\$1,700	(\$126)
First Trust Technology AlphaDex EFT	47.000	2,009	47.000	2,009	1,878	(131)
Utah Public Treasurers'						
Investment Fund		3,001,924				1,924
Fixed Income						
Opus Bank	10,000.000	1,018,710				
Halliburton Company			10,000.000	1,264,270	1,260,000	(4,270)
Wells Fargo - Earnings						334,537
Mutual Funds						
Commonfund						
CEU Title III						
Multi-Strategy Bond			86.023	973	1,274	301
Multi-Strategy Equity			10.962	671	3,668	2,997
Alternatives						
Dakota Pacific Real Estate Group						
Dakota Pacific Real Estate						1,009
InvenTrust Properties						
Inventrust Properties Corp						327
Morgan Stanley Smith Barney						
MS Opp Mortgage Inc Fund						46,906
Woodbury						
Woodbury Strategic Partners Fund				515	515	0
Woodbury Capital II, LP						6,224
WSP Wilmington, Phase I				351	351	0
Xenia Hotels & Resorts						
Xenia						648
Money Market / Cash						
Morgan Stanley Bank N.A.		7,935				2
Morgan Stanley Private Bank N.A.		38,972				
Wells Fargo - Cash		4,841,051		4,044,690	4,044,690	0
Receivable / In Transit / Unsettled Purchases						
Commonfund - Receivable				69,669	69,669	0
Wells Fargo - Unsettled Purchases				3,058,750	3,058,750	0

UTAH STATE UNIVERSITY
SUMMARY OF OTHER INVESTMENT TRANSACTIONS
For the Month of April 2017

Schedule C-2
Page 2 of 2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
Receivable / In Transit / Unsettled Purchases (continued)						
Wells Fargo - Receivable		\$334,537		\$490,097	\$490,097	\$0
U.S. Treasury Bond		663				
Total Other Investments		<u>\$9,247,627</u>		<u>\$8,933,821</u>	<u>\$8,932,592</u>	<u>(\$1,229)</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 2016	\$5,606,497	\$258,238	\$236,893	\$87,233	\$5,715,075	\$5,660,786	\$21,997	\$25,295	\$47,292	\$652	\$46,640
Aug 2016	5,715,075	24,886	7,765	(33,260)	5,698,936	5,707,006	24,873	0	24,873	76	24,797
Sep 2016	5,698,936	330,429	311,391	(46,469)	5,671,505	5,685,221	19,064	(1)	19,063	25	19,038
Oct 2016	5,671,505	335,842	317,742	(133,356)	5,556,249	5,613,877	18,752	72,316	91,068	652	90,416
Nov 2016	5,556,249	20,457	1	135,481	5,712,186	5,634,218	20,441	1	20,442	(15)	20,457
Dec 2016	5,712,186	819,536	794,591	218,679	5,955,810	5,833,998	24,971	19,076	44,047	25	44,022
Jan 2017	5,955,810	460,318	443,551	(16,831)	5,955,746	5,955,778	17,420	9,671	27,091	652	26,439
Feb 2017	5,955,746	261,104	227,864	139,857	6,128,843	6,042,295	33,294	269	33,563	55	33,508
Mar 2017	6,128,843	261,113	449,397	(22,744)	5,917,815	6,023,329	11,740	17,793	29,533	25	29,508
Apr 2017	5,917,815	431,858	413,975	(15,825)	5,919,873	5,918,844	18,536	(2,031)	16,505	652	15,853
May 2017											
Jun 2017											

Comparative Totals:

Year-to-date											
FY 2016-17	\$5,606,497	\$3,203,781	\$3,203,170	\$312,765	\$5,919,873	\$5,807,535	\$211,088	\$142,389	\$353,477	\$2,799	\$350,678
FY 2015-16	6,163,191	2,323,474	2,264,479	(445,461)	5,776,725	5,703,499	193,379	9,540	202,919	2,794	200,125
Amt Change					143,148	104,036	17,709	132,849	150,558	5	150,553
% Change					2.48%	1.82%	9.16%	1392.55%	74.20%	0.18%	75.23%

Note: Endowment Trusts include externally managed endowment trusts.

UTAH STATE UNIVERSITY
SUMMARY OF ENDOWMENT TRUST INVESTMENT TRANSACTIONS
For the Month of April 2017

Schedule D-2
Page 1 of 1

	Purchases		Sales				Earnings
	Shares	Cost	Shares	Cost	Receipts	Gain/(Loss)	
Endowment Trusts							
Common and Preferred Stock							
CVS Health	2,600.000	\$204,297					
iShares S&P US Pft Stock			5,300.000	\$206,129	\$204,115	(\$2,014)	
Funds held at Morgan Stanley - Dividends							\$18,073
Funds held at Wells Fargo - Dividends							3
Mutual Funds							
Federated Total Return Bond Fund	8.559	93	17.416	195	190	(5)	
Metropolitan West Total Return Bond Fund	6.327	67					
Wells Fargo Advantage Core Bond Fund	4.739	60	14.807	194	191	(3)	
Federated Total Return Bond Fund	8.559	93	17.414	195	190	(5)	
Metropolitan West Total Return Bond Fund	6.327	67					
Wells Fargo Advantage Core Bond Fund	4.737	60	14.806	194	190	(4)	
Funds held at Wells Fargo - Dividends							456
Money Market & Cash Funds							
Morgan Stanley Bank N.A.		226,947		204,339	204,339	0	
Morgan Stanley - Cash				4,760	4,760	0	
Wells Fargo #451		87					2
Wells Fargo #451		87					2
Total Endowment Trusts		<u>\$431,858</u>		<u>\$416,006</u>	<u>\$413,975</u>	<u>(\$2,031)</u>	<u>\$18,536</u>

ITEM FOR ACTION

RE: Report of Investments for May 2017

The Report of Investments for May 2017 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 May 2017 and comparative year-to-date totals for FY 2016-2017 and FY 2015-2016.

CASH MANAGEMENT INVESTMENT POOL

The average daily fair value invested during May 2017 was \$332,538,655, down \$11,538,020 from April 2017. Total investment income was \$1,235,827, down \$423,528 from April 2017, reflecting the decrease in the amount available for investing and a decrease in total investment return. The annualized total investment return was 4.46%, down 1.33% from April 2017.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$333,228,520, up \$10,925,795 (3.39%) over FY 2015-2016. Total interest income for FY 2016-2017 amounted to \$5,770,322, up \$650,405 (12.70%) over FY 2015-2016, reflecting an increase in the amount available for investing and an increase in interest rates.

The total amount invested at 31 May 2017 was \$314,660,411, up \$15,117,687 (5.05%) over 31 May 2016.

ENDOWMENT POOL

The average daily fair value invested during May 2017 was \$173,316,558, up \$3,186,933 over April 2017. Interest and dividend income of \$157,171 plus net realized gains of \$359,523 totaled \$516,694 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$156,523,696, up \$15,729,012 (11.17%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$4,286,009, up \$1,871,632 (77.52%) over FY 2015-2016. This increase resulted from \$260,862 less in interest and dividends and \$2,132,494 more net realized gains during FY 2016-2017.

The total amount invested at 31 May 2017 was \$174,163,533, up \$25,213,547 (16.93%) over 31 May 2016.

OTHER INVESTMENTS

The average daily fair value invested during May 2017 was \$104,822,323, up \$1,336,555 over April 2017. Interest and dividend income of \$335,822 plus net realized gains of \$3,837 totaled \$339,659 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$100,473,475, up \$11,662,683 (13.13%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$4,290,329, up \$1,556,577 (56.94%) over FY 2015-2016. This increase resulted from \$449,259 more in interest and dividend income and \$1,107,318 more in net realized gains during FY 2016-2017.

The total amount invested at 31 May 2017 was \$105,526,803, up \$8,792,627 (9.09%) over 31 May 2016.

ENDOWMENT TRUSTS

The average daily fair value invested during May 2017 was \$5,900,222 down \$18,622 from April 2017. Interest and dividend income of \$27,986 minus net realized losses of \$9,812 totaled \$18,174 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$5,815,961, up \$115,866 (2.03%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$371,651, up \$123,067 (49.51%) over FY 2015-2016. This increase resulted from \$23,458 more interest and dividend income and \$99,609 more net realized gains during FY 2016-2017.

The total amount invested at 31 May 2017 was \$5,880,570, up \$325,198 (5.85%) over 31 May 2016.

PLANT FUND TRUSTS

The average daily fair value invested during May 2017 was \$36,058,370, down \$2,084,748 from April 2017. Interest income totaled \$44,380 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for 2016-2017 was \$52,184,087, down \$14,076,009 (21.24%) from FY 2015-2016. Total realized income for 2016-2017 was \$587,034, down \$227,586 (27.94%) from FY 2015-2016. This decrease reflects the decreased amount available for investing and a decrease in the rate of return.

The total amount invested at 31 May 2017 was \$35,648,593, down \$34,315,810 (49.05%) from 31 May 2016.

SUMMARY OF INVESTMENT TRANSACTIONS

The University's average daily fair value invested for the month of May was \$652,636,128. Purchases totaled \$15,648,263 and sales totaled \$37,786,475. From this activity the University realized net gains of \$353,548 and earnings of \$1,132,793.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Report of Investments for May 2017.

**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 May 2017 to 31 May 2017 and comparative year-to-date totals for the periods 1 July 2016 to 31 May 2017 and 1 July 2015 to 31 May 2016; 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 May 2017 to 31 May 2017 and comparative year-to-date totals for the periods 1 July 2016 to 31 May 2017 and 1 July 2015 to 31 May 2016;


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 May 2017.

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

Date

UTAH STATE UNIVERSITY
REPORT OF INVESTMENTS
MAY 2017

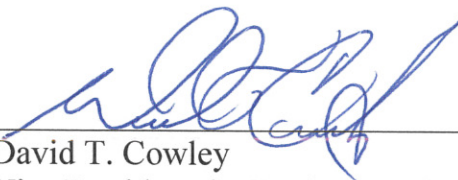
The following schedules (A through E2) provide a report of the University's Investments. To the best of my knowledge, Utah State University is in compliance with the Utah State Money Management Act and the rules of the Utah State Money Management Council and the Utah State Uniform Prudent Management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



Danford R. Christensen
Controller

8/7/17

Date



David T. Cowley
Vice President for Business and Finance

8/7/17

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 2016	\$259,491,304	\$60,178,583	\$21,545,455	\$274,523	\$298,398,955	\$283,840,766	\$391,062	\$5,160	\$385,902
Aug 2016	298,398,955	23,777,000	16,000,000	154,004	306,329,959	295,386,304	415,707	(110)	415,817
Sep 2016	306,329,959	43,355,000	6,406,000	(332,225)	342,946,734	339,057,689	460,300	(175)	460,475
Oct 2016	342,946,734	12,458,750	28,345,000	(949,619)	326,110,865	330,700,433	475,719	(40)	475,759
Nov 2016	326,110,865	20,000,000	26,963,583	(3,546,068)	315,601,214	325,387,262	625,767	65	625,702
Dec 2016	315,601,214	17,000,000	1,000,000	(1,260,619)	330,340,595	321,330,923	491,971	(25)	491,996
Jan 2017	330,340,595	36,000,000		55,813	366,396,408	357,105,116	583,685	1,936	581,749
Feb 2017	366,396,408	8,045,000	13,616,000	991,228	361,816,636	370,495,244	566,034		566,034
Mar 2017	361,816,636	7,475,000	16,993,100	(403,264)	351,895,272	365,594,658	623,524	(25)	623,549
Apr 2017	351,895,272	17,000,000	33,993,490	1,090,236	335,992,018	344,076,675	569,119	807	568,312
May 2017	335,992,018		22,000,000	668,393	314,660,411	332,538,655	567,434		567,434
Jun 2017									

Comparative Totals:

Year-to-date

FY 2016-17	\$259,491,304	\$245,289,333	\$186,862,628	(\$3,257,598)	\$314,660,411	\$333,228,520	\$5,770,322	\$7,593	\$5,762,729
FY 2015-16	294,364,021	241,991,122	239,408,500	2,596,081	299,542,724	322,302,725	5,119,917	6,717	5,113,200
Amt Change					15,117,687	10,925,795	650,405	876	649,529
% Change					5.05%	3.39%	12.70%	13.04%	12.70%

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 May 2017

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				\$7,010		\$7,010	\$6,200,000	1.36%
Utah Public Treasurers' Investment Fund		\$5,000,000	\$5,000,000	18,571		18,571	17,003,226	1.31%
Corporate Bonds and Floaters		7,000,000	7,000,000	266,021	(\$31,004)	235,017	168,269,444	1.68%
Obligations of U. S. Government		10,000,000	10,000,000	254,740	683,301	938,041	129,625,685	8.68%
Municipal Bonds				21,092	16,096	37,188	11,440,300	3.90%
Total	<u>\$0</u>	<u>\$22,000,000</u>	<u>\$22,000,000</u>	<u>\$567,434</u>	<u>\$668,393</u>	<u>\$1,235,827</u>	<u>\$332,538,655</u>	4.46%

UTAH STATE UNIVERSITY
SUMMARY OF CASH MANAGEMENT INVESTMENT POOL TRANSACTIONS
For the Month of May 2017

Schedule A-3

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
<u>Cash Management Investment Pool</u>							
Money Market Account						\$7,010	
Utah Public Treasurers' Investment Fund				\$5,000,000	\$5,000,000	\$0	18,571
Corporate Bonds and Floaters				7,000,000	7,000,000	0	266,021
Obligations of U. S. Government				10,000,000	10,000,000	0	254,740
Municipal Bonds							21,092
Total Cash Management Investment Pool		<u>\$0</u>		<u>\$22,000,000</u>	<u>\$22,000,000</u>	<u>\$0</u>	<u>\$567,434</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 2016	\$128,305,123	\$3,380,132	\$3,291,558	\$19,341,565	\$147,735,262	\$138,020,193	\$88,573	(\$5,861)	\$82,712		\$82,712
Aug 2016	147,735,262	1,227,753	1,095,585	543,886	148,411,316	148,073,289	142,874	(2,230)	140,644	\$8,638	132,006
Sep 2016	148,411,316	9,075,229	8,706,877	597,333	149,377,001	148,894,159	368,352	(21,605)	346,747		346,747
Oct 2016	149,377,001	3,760,549	1,675,047	(1,178,681)	150,283,822	149,830,412	145,891	(7,267)	138,624	7,689	130,935
Nov 2016	150,283,822	998,775	879,027	795,668	151,199,238	150,741,530	130,993	(2,324)	128,669	11,246	117,423
Dec 2016	151,199,238	2,046,450	1,559,381	2,250,848	153,937,155	152,568,197	487,069	(3,926)	483,143		483,143
Jan 2017	153,937,155	13,419,482	6,359,921	2,208,960	163,205,676	158,571,416	186,742	663,475	850,217	7,623	842,594
Feb 2017	163,205,676	13,338,649	13,228,529	2,801,811	166,117,607	164,661,642	119,488	34,877	154,365	9,368	144,997
Mar 2017	166,117,607	1,759,759	1,460,897	1,373,198	167,789,667	166,953,637	298,862	(9,616)	289,246	11,319	277,927
Apr 2017	167,789,667	52,067,175	48,528,074	1,140,814	172,469,582	170,129,625	138,664	1,016,284	1,154,948	2,007	1,152,941
May 2017	172,469,582	3,625,425	3,477,917	1,546,443	174,163,533	173,316,558	157,171	359,523	516,694	9,664	507,030
Jun 2017											

Comparative Totals:

Year-to-date

FY 2016-17	\$128,305,123	\$104,699,378	\$90,262,813	\$31,421,845	\$174,163,533	\$156,523,696	\$2,264,679	\$2,021,330	\$4,286,009	\$67,554	\$4,218,455
FY 2015-16	140,117,856	38,142,455	28,368,313	(942,012)	148,949,986	140,794,684	2,525,541	(111,164)	2,414,377	63,953	2,350,424
Amt Change					25,213,547	15,729,012	(260,862)	2,132,494	1,871,632	3,601	1,868,031
% Change					16.93%	11.17%	-10.33%	1918.33%	77.52%	5.63%	79.48%

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 \$17,168,011 principal beginning balance, a \$17,187,884 ending balance, and a \$17,177,480 average daily balance for the current month. Current month interest and dividends from the CMIP were \$29,537 bringing the total to \$189,283 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 May 2017

Schedule B-2
Page 1 of 2

Endowment Pool Transactions	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
Cash Management Investment Pool							
Utah State University				\$9,664	\$9,664	\$0	\$29,537
CMP Interest		\$29,537					
Equity funds							
RhumbLine QSI Index			50,182.997	632,089	1,000,000	367,911	
Fixed Income funds							
Longfellow		334,598		156,018	147,630	(8,388)	29,381
Wells Fargo							
High Yield Bond Fund	3,252.965	34,287					36,329
Paydenfunds - Emerging Markets Bond Fund	1,297.193	18,161					18,161
Stone Harbor Emerging Market	4,146.781	43,665					43,665
Alternatives							
Commonfund							
CEP VII				52,498	52,498	0	
CEP VIII		45,000		43,211	43,211	0	
CNR VIII		9,000		19,944	19,944	0	
Constitution Capital							
Ironsides Co-Investment Fund III		13,602		40,039	40,039	0	
Global Infrastructure Partners							
Global Infrastructure Partners III-A/B, L.P.		1,588					
Goldman Sachs							
Vintage Fund VI				39,956	39,956	0	
Pacific Asset Management							
Pacific Asset Management		1,230,237					
Solamere Capital							
Solamere Founders Fund I, LP				41,067	41,067	0	
Woodbury							
Woodbury Capital II, LP		112,500					
Money Market Funds							
Goldman Sachs Bank Deposit		40,054					98
Accrued Income / Other							
05374002							
Wells Fargo - Cash		402,544		386,172	386,172	0	
Oaktree				1,230,237	1,230,237	0	
Rhumbline		1,000,000					
Wells Fargo - High Yield		36,329		34,287	34,287	0	
Wells Fargo - Treasury				1,303	1,303	0	

UTAH STATE UNIVERSITY
SUMMARY OF ENDOWMENT POOL TRANSACTIONS
For the Month of May 2017

Schedule B-2
Page 2 of 2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
Accrued Income / Other (continued)						
05374004						
Cash		\$166,797		\$412,192	\$412,192	\$0
Payable - Petroles Mexicanos		75,363				
Receivable - Interest Accrual		32,163		19,717	19,717	0
 Total Endowment Pool Transactions		<u>\$3,625,425</u>		<u>\$3,118,394</u>	<u>\$3,477,917</u>	<u>\$359,523</u>
				<u>\$157,171</u>		

UTAH STATE UNIVERSITY
SUMMARY OF OTHER INVESTMENT TRANSACTIONS
For the Month of May 2017

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						\$679	
Common and Preferred Stock							
Morgan Stanley							
Facebook	120.000	\$18,240	120.000	\$18,239	\$18,052	(\$187)	
Utah Public Treasurers'							
Investment Fund		4,039		300,000	300,000	0	
Fixed Income							
Peralta CA Community College Dist. LTD	5,000.000	599,435					
Briston Myers Squibb Co	10,000.000	1,354,660					
Wells Fargo - Earnings						330,612	
Mutual Funds							
Commonfund							
CEU Title III							
Multi-Strategy Bond			88.643	1,003	1,323	320	
Multi-Strategy Equity			11.258	689	3,835	3,146	
Putnam Funds Class A							
Putnam High Yield CI-A	48.674	375	3,269.234	24,526	25,084	558	
Putnam High Yield Advantage-A	4,268.624	25,198				115	
Alternatives							
Woodbury							
Woodbury Capital II, LP		112,500					
Money Market / Cash							
Morgan Stanley Bank N.A.		2		2	2	0	
Morgan Stanley Private Bank N.A.		2				2	
Morgan Stanley		4,000					
Wells Fargo - Cash		531,654		1,495,074	1,495,074	0	
Receivable / In Transit / Unsettled Purchases							
Wells Fargo - Unsettled Purchases				599,435	599,435	0	
Wells Fargo - Receivable		330,612		203,740	203,740	0	
U.S. Treasury Bond		679		4,000	4,000	0	
Total Other Investments		<u>\$2,981,396</u>		<u>\$2,646,708</u>	<u>\$2,650,545</u>	<u>\$3,837</u>	<u>\$335,822</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 2016	\$5,606,497	\$258,238	\$236,893	\$87,233	\$5,715,075	\$5,660,786	\$21,997	\$25,295	\$47,292	\$652	\$46,640
Aug 2016	5,715,075	24,886	7,765	(33,260)	5,698,936	5,707,006	24,873	0	24,873	76	24,797
Sep 2016	5,698,936	330,429	311,391	(46,469)	5,671,505	5,685,221	19,064	(1)	19,063	25	19,038
Oct 2016	5,671,505	335,842	317,742	(133,356)	5,556,249	5,613,877	18,752	72,316	91,068	652	90,416
Nov 2016	5,556,249	20,457	1	135,481	5,712,186	5,634,218	20,441	1	20,442	(15)	20,457
Dec 2016	5,712,186	819,536	794,591	218,679	5,955,810	5,833,998	24,971	19,076	44,047	25	44,022
Jan 2017	5,955,810	460,318	443,551	(16,831)	5,955,746	5,955,778	17,420	9,671	27,091	652	26,439
Feb 2017	5,955,746	261,104	227,864	139,857	6,128,843	6,042,295	33,294	269	33,563	55	33,508
Mar 2017	6,128,843	261,113	449,397	(22,744)	5,917,815	6,023,329	11,740	17,793	29,533	25	29,508
Apr 2017	5,917,815	431,858	413,975	(15,825)	5,919,873	5,918,844	18,536	(2,031)	16,505	652	15,853
May 2017	5,919,873	411,098	425,096	(25,305)	5,880,570	5,900,222	27,986	(9,812)	18,174	(15)	18,189
Jun 2017											

Comparative Totals:

Year-to-date											
FY 2016-17	\$5,606,497	\$3,614,879	\$3,628,266	\$287,460	\$5,880,570	\$5,815,961	\$239,074	\$132,577	\$371,651	\$2,784	\$368,867
FY 2015-16	6,163,191	2,516,695	2,563,447	(561,067)	5,555,372	5,700,095	215,616	32,968	248,584	2,778	245,806
Amt Change					325,198	115,866	23,458	99,609	123,067	6	123,061
% Change					5.85%	2.03%	10.88%	302.14%	49.51%	0.22%	50.06%

Note: Endowment Trusts include externally managed endowment trusts.

UTAH STATE UNIVERSITY
SUMMARY OF ENDOWMENT TRUST INVESTMENT TRANSACTIONS
For the Month of May 2017

Schedule D-2
Page 1 of 1

Endowment Trusts	Purchases		Sales				Earnings
	Shares	Cost	Shares	Cost	Receipts	Gain/(Loss)	
Common and Preferred Stock							
Enbridge Inc	4,600.000	\$193,980					
iShares S&P US Pft Stock			4,900.000	\$190,138	\$187,746	(\$2,392)	
Causeway Intl Value Fund I			14.480	235	230	(5)	
Harbor International Fund Class			3.664	231	248	17	
Lazard Intl Equity Port - Instl #632			10.935	193	199	6	
Causeway Intl Value Fund I			14.481	235	230	(5)	
Harbor International Fund Class			3.662	230	248	18	
Lazard Intl Equity Port - Instl #632			10.934	193	199	6	
Funds held at Morgan Stanley - Dividends							\$27,568
Funds held at Wells Fargo - Dividends							7
Options							
Apple Inc (expires 6/16/2017)			(40.000)	(5,617)	(17,698)	(12,081)	
Apple Inc (expires 9/15/2017)	(40.000)	(14,326)					
JP Morgan & Chase (expires 5/19/2017)			(35.000)	(4,608)	0	4,608	
Mutual Funds							
Federated Total Return Bond Fund	24.611	273		0	5	5	
Metropolitan West Total Return Bond Fund	5.650	60					
Wells Fargo Advantage Core Bond Fund	27.609	357		0	3	3	
Federated Total Return Bond Fund	24.607	273		0	5	5	
Metropolitan West Total Return Bond Fund	5.649	60					
Wells Fargo Advantage Core Bond Fund	27.604	357		0	3	3	
Funds held at Wells Fargo - Dividends							405
Money Market & Cash Funds							
Morgan Stanley Bank N.A.		229,640		253,678	253,678	0	
Wells Fargo #451		212					3
Wells Fargo #451		212					3
Total Endowment Trusts		<u>\$411,098</u>		<u>\$434,908</u>	<u>\$425,096</u>	<u>(\$9,812)</u>	<u>\$27,986</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 2016	\$67,903,805	\$40,254,278	\$42,275,778	(\$12,161)	\$65,870,144	\$68,833,357	\$53,567		\$53,567		\$53,567
Aug 2016	65,870,144	64,109	1,675,300	(1,974)	64,256,979	65,224,093	60,808		60,808		60,808
Sep 2016	64,256,979	4,131,842	3,651,487	(19,871)	64,717,463	64,817,948	61,935		61,935		61,935
Oct 2016	64,717,463	54,241	13,227,064	(28,309)	51,516,331	61,585,601	63,062		63,062		63,062
Nov 2016	51,516,331	17,792,955	12,650,933	(83,254)	56,575,099	53,942,565	54,624		54,624		54,624
Dec 2016	56,575,099	159,439	8,633,570	22,939	48,123,907	49,419,310	53,571		53,571		53,571
Jan 2017	48,123,907	45,878	3,289,050	(4,802)	44,875,933	47,426,941	52,970		52,970		52,970
Feb 2017	44,875,933	57,315	1,545,028	5,748	43,393,968	44,270,437	46,378		46,378		46,378
Mar 2017	43,393,968	12,891,604	12,787,905	(3,501)	43,494,166	44,303,221	51,038		51,038		51,038
Apr 2017	43,494,166	43,345	7,320,136	10,121	36,227,496	38,143,118	44,701		44,701		44,701
May 2017	36,227,496	8,630,344	9,232,917	23,670	35,648,593	36,058,370	44,380		44,380		44,380
Jun 2017											
<hr/>											
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Comparative Totals:											
Year-to-date											
FY 2016-17	\$67,903,805	\$84,125,350	\$116,289,168	(\$91,394)	\$35,648,593	\$52,184,087	\$587,034	\$0	\$587,034	\$0	\$587,034
FY 2015-16	19,981,232	136,036,000	86,186,102	133,273	69,964,403	66,260,096	550,964	263,656	814,620	0	814,620
Amt Change					(34,315,810)	(14,076,009)	36,070	(263,656)	(227,586)	0	(227,586)
% Change					-49.05%	-21.24%	6.55%	-100.00%	-27.94%	0.00%	-27.94%

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

18 August 2017

ITEM FOR ACTION

RE: Proposal to Revise Policy 510 University Trademarks

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 510 University Trademarks as shown in the attached document. Consistent with USU Policy 203, the proposed policy was submitted to the Executive Committee and approved by the Executive Committee.

Policy 510 University Trademarks was last revised in January 2012. Since this time, there has been an increased desire by external constituents to use the trademarks. Rather than providing a redlined version of the policy, the policy was completely rewritten.

The revised policy addresses the University's desire to maintain, promote, and expand its brand, reputation, and goodwill as a top academic institution. The purpose of the University Trademark Policy is to set forth the operating framework where the USU brand, goodwill, and reputation are responsibly and uniformly maintained and promoted.

RECOMMENDATION

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve the revisions to Policy 510 University Trademarks of the Utah State University Policy Manual.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The University desires to revise Policy 510 University Trademarks, as shown in the document; and

WHEREAS, This policy was submitted to the Executive Committee and approved by the Executive Committee; and

WHEREAS, The procedures for revising policies outlined in Section 203 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve revising Policy 510 University Trademarks of the University Policy Manual effective 14 June 2017.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date

POLICY MANUAL
GENERAL

Number 510

Subject: University Trademarks

Covered Employees: University Employees and Students

Date of Origin: February 1, 2006

Effective Date of Current Revision: June 14, 2017

1. Introduction

Utah State University (“USU”) has a significant interest in maintaining, promoting, and expanding its brand, reputation, and goodwill as a top academic institution. The purpose of this University Trademarks Policy is to set forth the operating framework where the USU brand, goodwill, and reputation are responsibly and uniformly maintained and promoted.

2. Definitions

- 2.1. *Trademark* means a word, phrase, symbol, design, or a combination thereof that identifies and distinguishes the source of the goods or services of one party from those of others.
- 2.2. *USU Trademarks* means the Trademarks owned by USU, whether registered or unregistered, including all Trademarks associated with USU academic colleges and departments, USU programs and events, USU athletics, or other USU goods or services.

3. Trademarks

- 3.1. Trademark Ownership and Protection. USU retains sole ownership and control of USU Trademarks. Any unauthorized use of USU Trademarks by USU employees, students, or third parties is prohibited.
- 3.2. Trademark Development. Trademarks developed by USU employees that are associated with goods or services provided by USU are considered “commissioned works” under the Intellectual Property Policy (Policy 587). As such, related revenues associated with such USU Trademarks are retained by USU. Trademarks developed by USU employees or students that are associated with Technology Transfer (as defined in Policy 587) (e.g., the brand name of an invention, process, or related spin-out company) shall be governed by Policy 587.

4. Visual Identity and Marketing Communications.

The use of USU Trademarks in conjunction with marketing communications must comply with the USU Visual Identity Program, which was established to ensure the proper use of USU Trademarks in USU’s communication efforts. The Visual Identity Program, which is

updated from time to time, is available for download at USU's Public Relations and Marketing website and describes the use of USU Trademarks along with the official USU color palette, typography, stationary system, and approval process for all USU marketing communications.

5. Use of USU Trademarks

- 5.1. Prohibited Use. USU prohibits the use of USU trademarks in the promotion of weapons, alcoholic beverages, tobacco products, "recreational" drugs, or drug-related paraphernalia. USU reserves the right to prohibit other uses it deems inappropriate or inconsistent with USU's image and mission.
- 5.2. Internal Use. All internal institutional use of USU Trademarks (e.g., print or electronic marketing materials, websites, etc.) must comply with the USU Visual Identity Program. The production of internal-use; non-commercial goods displaying USU Trademarks (e.g., department uniforms, promotional items, etc.) is permissible, provided that the internal unit desiring the goods obtains preapproval from the Office of Public Relations and Marketing for the following: (i) the good's design (to ensure compliance with the USU Visual Identity Program) and (ii) the good's producer (to ensure that USU maintains control of USU Trademarks).
- 5.3. Student Use. Any use of USU Trademarks by students or student organizations must comply with the USU Visual Identity Program and must be preapproved by the Office of Public Relations and Marketing. Students are prohibited from using USU Trademarks for any commercial or non-preapproved use.
- 5.4. External Use. Any unlicensed use of USU Trademarks by an external party is prohibited. Under certain conditions, USU licenses rights to USU Trademarks to external parties (e.g., rights to produce and sell branded goods or rights to use a USU Trademark to market intellectual property associated with a technology transfer license). A license to an external party to use USU Trademarks must be in writing and executed by a USU employee with delegated signatory authority. Such licenses must include terms that (i) confirm USU's ownership rights in the USU Trademarks; (ii) ensure that goods or services associated with the USU Trademarks are of high quality; (iii) preserve and enhance USU's goodwill associated with the USU Trademarks; (iv) in the case of licenses relating to branded goods, ensure that such goods are produced by a USU approved vendor; (v) ensure that USU receives adequate consideration for an external party's use of USU Trademarks; and (vi) control external party use of USU Trademarks so as to avoid source confusion of associated goods or services.
- 5.5. Infringement. USU reserves the right to legally enforce its rights, title, and interest in USU Trademarks against any third-party infringer.

6. Responsibilities

- 6.1. Administration. The President's Office is responsible for the administration of USU Trademarks, with specific responsibilities delegated as follows: Office of Public Relations and Marketing – visual identity management, merchandising, and protection of USU Trademarks; Office of General Counsel – protection of USU Trademarks; and Technology Transfer Services (under the direction of the Vice President for Research) – licensing of USU Trademarks associated with Technology Transfer.
- 6.2. Employees. Each USU employee is responsible for personally complying with applicable law, this policy, and all other applicable USU policies.
- 6.3. Students. Each student is responsible for personally complying with applicable law, the Student Code of Conduct, this policy, and all other applicable USU policies.

18 August 2017

ITEM FOR ACTION

RE: Proposal to Revise Policy 514 Vehicle Use

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 514 Vehicle Use as shown in the attached redlined document. Consistent with USU Policy 203, the proposed policy was submitted to the Executive Committee and approved by the Executive Committee.

The following is a summary of the revisions to Policy 514 Vehicle Use.

- Section 1.4, correction to the Utah Administrative Code Rule R27-7 Safety and Loss Prevention of State Vehicles web reference
- Section 1.5, clarification that an employee must retake the Driver Safety Program upon receiving a moving violation or accident citation

RECOMMENDATION

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve the revisions to Policy 514 Vehicle Use of the Utah State University Policy Manual.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The University desires to revise Policy 514 Vehicle Use, as shown in the document;
and

WHEREAS, This policy was submitted to the Executive Committee and approved by the
Executive Committee; and

WHEREAS, The procedures for revising policies outlined in Section 203 of the University
Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve revising
Policy 514 Vehicle Use of the University Policy Manual effective 14 June 2017.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date

POLICY MANUAL
OPERATING POLICIES AND PROCEDURES

Number 514

Subject: Vehicle Use Policy

Date of Origin~~Effective Date~~: February 1, 2006

Date of Last Revision(s): June 14, 2017; January 14, 2013 Effective Date: June 14, 2017

514.1 USE OF UNIVERSITY VEHICLES

1.1 All use of vehicles whether owned, leased, rented, or otherwise made available for use by Utah State University (University vehicles) must be authorized by a Department Head, Director, Dean or Vice President. Owned or leased vehicles must be documented as part of the University Fleet and maintained in the state-wide Fleet database. Departments must not exceed the existing number of vehicles allocated to their department unit.

1.2 University vehicles may only be used:

(1) for authorized University purposes; or

(2) by authorized student organizations (a) registered under Article IV, Section 2, of the Code of Policies and Procedures for Students at Utah State University, (b) registered as a USU club sport with the Campus Recreation Office, or (c) exempt from registration under Article IV, Section 3, of the Code of Policies and Procedures for Students at Utah State University.

1.3 Drivers of University vehicles must be at least 18 years old and have a valid driver's license.

1.4 Drivers of University vehicles must have a driving record in compliance with Utah Administrative Services Rule 27-7-3 (<https://rules.utah.gov/publicat/code/r027/r027-007.htm#/T3><http://www.rules.utah.gov/publicat/code.htm>). The authority to operate a state vehicle shall be suspended or revoked for up to three years if a driver meets any of the reasons defined in the above rule.

1.5 Drivers of University vehicles must complete an approved Driver Safety Program at

initial employment and every two years thereafter. In the event of a moving violation ~~citation~~ or accident citation in a University vehicle, the Driver Safety Program must be retaken prior to driving a University vehicle again.

1.6 It is the responsibility of each Department Head/Director or designee to ensure that all employees who drive vehicles are up-to-date with the above Driver Safety Program and are aware of the USU Vehicle Use Policy. Departments are required to keep a copy of the completed Driver's test for each employee and to forward a copy to the Motor Pool in order to update the Fleet Management database.

1.7 Proof of adequate insurance is required from the owner for vehicles that are owned by another organization and loaned to the University for use. Departments should contact the USU Risk Management Office regarding this process.

514.2 VEHICLE PURCHASING AND REPLACEMENT

2.1 Departments purchasing new vehicles or replacing vehicles with more recent models shall obtain smaller and more fuel efficient vehicles. The appropriate Dean or Vice President will review each vehicle purchase to assure it is "right-sized" as prescribed by the Fleet Energy Efficiency Plan (see 7.1(6)). Exceptions to purchasing "right size" smaller and/or more fuel efficient vehicles must be approved in writing by a Department's Dean or Vice President.

2.2 Departments are encouraged to purchase vehicles that include readily available safety equipment.

2.3 If a department disposes of a vehicle and does not immediately replace it, the vehicle slot will be held for five years.

514.3 VEHICLE OPERATION STANDARDS

3.1 Drivers of University vehicles must observe all state and local laws, including those stated in Utah Code Annotated 1953, as amended, Title 42, Chapter 6 (Traffic Rules and Regulations).

3.2 Drivers and all occupants **must** wear a seatbelt at all times and observe all posted speed limits including reduced speed construction zones and road hazard warnings. All seatbelts need to be fastened before the vehicle is put in motion.

2.3 Drivers are encouraged to briefly rest from driving every 2 hours.

3.4 Total driving time must not exceed 12 hours per day, irrespective of the number of drivers.

3.5 University vehicles must not be operated for travel purposes between 11:00 p.m. and 5:00 a.m., except where (1) the trip (a) is solely to return to a home base and (b) the return trip is less than 4 hours in duration or (2) it is necessary to leave home base prior to 5:00 a.m. in order to reach a destination less than four hours away or (3) the driver is

within two hours of the destination.

3.6 Drivers must use good judgment concerning weather and driving conditions by reviewing weather conditions in advance of the trip and make prudent travel adjustments when necessary. Travel plans should allow for emergency stop-overs and associated expenses due to bad weather. Drivers must slow down if adverse weather conditions exist. Travel should not proceed in extreme weather conditions.

3.7 Drivers are responsible for the safe operation and condition of the vehicle they are driving and should be familiar with the vehicle safety equipment. Vehicle problems or concerns should be promptly reported to: (a) Motor Pool if the vehicle is a Motor Pool vehicle or (b) appropriate department personnel if the vehicle is a departmental vehicle.

3.8 Vehicle Load and Towing Capacity: Vehicle operators must not exceed the manufacturer's total rated payload capacity either in cargo or passengers. Adding storage or luggage racks above any vehicle that substantially changes the safe operation of the vehicle is not allowed. Towing must not exceed the manufacturer's rated capacity both in terms of the total payload being towed and/or the amount of tongue weight being placed on the vehicle. The amount of additional tongue weight must be factored in to ensure that amount of payload (plus tongue weight) does not exceed the rated GVRW of the vehicle. It is the responsibility of the vehicle operator to know the rated capacities of the vehicle being operated and to ensure that towing and/or loading does not exceed the manufacturer's rated capacities.

514.4 FULL SIZE VANS

4.1 Use of 12 or 15 passenger vans is prohibited with the following two exceptions: (These exceptions apply when traveling from an origin point remote to the USU Campus location.)

(1) in rare circumstances where no other suitable transportation is available, a Dean, Vice President, or the Athletic Director may approve the use a full-size passenger van. However, in such circumstances, drivers must meet the certification requirements as outlined in section 5.3(2) and vehicle capacity is limited to nine (9) occupants.

(2) in the event that transportation is provided by a hosting organization using 12 or 15 passenger vans (e.g. airport-hotel shuttle, conference events, etc.), University employees may accept the transportation or arrange alternate transportation at their own discretion.

4.2 As an alternative to 12 and 15 passenger vans, 15 passenger buses will be available from the Motor Pool. These vehicles will have dual rear wheels and meet Federal school bus standards. Additional conditions and training requirements apply as outlined in section 5.3.

4.3 Full-size vans used for cargo purposes only may continue to be purchased and used by departments where the wheelbase does not exceed 139" (no extended body vans) and seating capacity is limited to two passengers. Continued use of existing cargo vans with a wheelbase greater than 139" will be limited to a 10 mile radius of the USU Campus

location and will be phased out as vehicles are replaced. Drivers must meet the certification requirements as outlined in section 5.3(2).

514.5 VEHICLE CAPACITIES AND ADDITIONAL TRAINING REQUIREMENTS

5.1 Departments may own or lease vehicles with a seating capacity of seven (7) occupants or less.

5.2 In order to ensure consistent maintenance and complete vehicle history, all vehicles with seating capacity greater than seven (7) occupants will be managed and maintained by the Motor Pool and made available for use by departments with properly trained drivers as outlined in section 5.3.

5.3 In addition to meeting all general conditions specified in sections 514.1--514.2, drivers of vehicles with seating capacity greater than seven (7) occupants must:

(1) be at least twenty-one (21) years old.

(2) have satisfactorily completed the National Safety Council (NSC) driver certification course as approved by the Manager of Fleet Operations on an annual basis; or, have a current Commercial Drivers License (CDL) with a passenger endorsement in which case the approved (NSC) safety course must be taken every other year.

(3) take sufficient time before each trip (and on a daily basis thereafter) to become familiar with all operations of the vehicle including cruise control and to perform a pre-trip inspection on the vehicle to ensure proper tire inflation, correct fluid levels, and brake operation as well as safety and other operational features of the vehicle.

(4) ensure that cargo does not exceed physical limits imposed by the Motor Pool and that the spare tire and all cargo is safely secured in the cargo area of the vehicle and that the vehicle is not overloaded with passengers or exceeds rated weight capacity limits.

(5) insist on the use of seatbelts by all passengers and observe all traffic rules including slower driving under difficult or adverse conditions. All seatbelts need to be fastened before the vehicle is put in motion.

5.4 For short term rentals, a sedan or minivan is recommended. However, an SUV may also be rented with a maximum of eight (8) occupants.

514.6 RESPONSIBILITIES AND SANCTIONS

The privilege to use University vehicles, by individuals or units/organizations or both, may be withdrawn for up to one year for violations of the Vehicle Use Policy.

6.1 It is the responsibility of each Department Head/Director or designee to ensure the safe operation and condition of departmental vehicles including regular maintenance and safety inspections. Departments must coordinate with the Motor Pool to perform the

work or make sure that all vehicle repair and maintenance is completed on schedule and that documentation is forwarded to the Motor Pool in a timely manner.

6.2 All vehicle safety inspections must be performed under the direction of the Motor Pool on an annual basis to ensure compliance to University maintenance standards. The Motor Pool is empowered to ground and remove from service any vehicle deemed unsafe until appropriate repairs are made or the vehicle is replaced.

6.3 Drivers of University vehicles are empowered to insist that the vehicle they are driving is safe and operational for the intended purpose of the trip. Drivers may refuse to drive any vehicle they deem to be unsafe until appropriate action takes place to correct the noted problems.

6.4 The Risk Control Committee will review and assess updated test results from the National Highway Traffic Safety Administration (NHTSA), the Insurance Institute for Highway Safety (IIHS), and other appropriate sources. The Committee will establish and maintain an on-going list of vehicles that meet acceptable safety standards. Proposed vehicle purchases will be reviewed by the Manager of Fleet Operations to verify that selected vehicles are on the approved vehicle list.

The privilege to use University vehicles, by individuals or units/organizations or both, will be withdrawn for up to one year for violations of this policy.

514.7 ENERGY EFFICIENCY

7.1 The State of Utah has established State Fleet Efficiency Requirements to (1) reduce fleet costs or increase energy efficiency, (2) improve air quality in Utah, and (3) contribute to a general decreased United States dependency on foreign oil. Each department is responsible for following the State of Utah's State Fleet Efficiency Requirements by:

(1) decrease the overall cost per mile average of state vehicles. This can be accomplished by increasing the overall miles per gallon; a minimum of 30 MPG should be sought for any new sedan purchases.

(2) decrease the number of vehicles in the state fleet. Departments should review whether low use vehicles are needed to accomplish the mission of the University. Consideration should be given to sharing vehicle ownership and use between departments.

(3) decrease the total gallons of fuel consumed by State vehicles. Alternative fuel vehicles should be used whenever appropriate.

(4) increase the overall miles per gallon of state vehicles. Consideration should be given to the purchase of hybrid vehicles where appropriate.

(5) decrease the total miles driven annually by state vehicles. Emphasis should be placed on walking, bike riding, carpooling, teleconferencing and other alternatives to driving vehicles.

(6) “right size” state vehicles to the lowest level vehicle type needed to perform the state business required. Departments will have vehicle purchases reviewed for right size (section 2.1).

(7) decrease the overall pollution output by the state fleet. Vehicles should comply with emissions testing and avoid excessive idling.

7.2 All Utah State University vehicles will be required to have emissions testing annually in conjunction with the vehicle’s annual inspection.

7.3 All Utah State University Departments will purchase “right size” vehicles unless an exception is granted in writing by their Dean or Vice President (section 2.1).

514.8 COMMUTE OR TAKE HOME USE

8.1 According to Utah Administrative Code R27-1, the following terms are defined:

(1) “Commute Use” means an employee driving a state vehicle from the employee’s place of business to the employee’s place of residence, until the start of the next business day, for more than five calendar days per month.

(2) “Personal Use” means the use of a state vehicle to conduct an employee’s personal affairs, not related to state business.

(3) “Take-home vehicle” means a state vehicle assigned to be driven to and from an employee’s place of residence and their assigned work location and the employee’s use of the vehicle is a working condition benefit and not a taxable fringe benefit under the provisions of IRS Publication 15-B.

8.2 In conjunction with Utah Administrative Code R27-3-7: Criteria for Commute Privilege Approval, Commute use may be approved when one or more of the following conditions exist:

1. 24 hour “On-Call.” Where the department clearly demonstrates that the nature of a potential emergency is such that an increase in response time, if a commute or take home privilege is not authorized, could endanger human life or cause significant property damage.
2. Virtual office. Where a department clearly demonstrates that an employee is required to work at home or out of a vehicle a minimum of 80 percent of the time and that the assigned vehicle is required to perform critical duties in a manner that is clearly in the best interest of the University.
3. Practical Use. When the department clearly demonstrates that it is more practical for the employee to go directly to an alternate work-site rather than report to a specific office to pick-up a University vehicle.

8.3 Commute use is considered a taxable fringe benefit as outlined in IRS Publication 15-

B. All approved commute use drivers will be assessed the IRS imputed daily fringe benefit rate while using a University vehicle for commute use.

8.4 Approval for Commute privileges must be obtained annually by submitting a [Commute Application](#) form to the Office of the Vice President for Business and Finance prior to the beginning of each calendar year.

8.5 Unauthorized Commute or Take-Home use may result in loss of driving privileges and possible disciplinary action.

WORKSHOP AGENDA

I'm an Aggie: Marketing and Communications, Next Steps

Tim Vitale, Director, Public Relations and Marketing

Robert W. Wagner, Vice President, Academic & Instructional

Services Jay Wright, Director, Student Marketing & Communications

Freedom of Speech on Campus

Noelle E. Cockett, President

Mica McKinney, General Counsel

Tim Vitale, Director, Public Relations and Marketing

Sexual Assault Task Force Update

Mica McKinney, General Counsel