

REPORT TO THE
BOARD OF REGENTS



KENTUCKY STATE UNIVERSITY
Regular Meeting of the Board of Regents
1:15 p.m., July 22, 2011
Board Room, Julian M. Carroll Academic Services Building
Frankfort, Kentucky
Regent Laura Douglas, Presiding

A G E N D A

- I. CALL TO ORDER** **Regent Laura Douglas, Chair**
- II. ROLL CALL** **Atty. Lori Davis, Secretary**
- A. Introduction of New Regent
B. Oath of Office for New Regent
- III. OPENING REMARKS** **Regent Laura Douglas**
- IV. APPROVAL OF MINUTES**
Action Items: Approval of Minutes from May 11, 2011
- V. PRESIDENT'S REPORT**
- A. Action Item: KSU Diversity Plan - Dr. Kim Holmes
B. Prime Minister Elect of Thailand, Ms. Yingluck Shinawatra, KSU 1991 MPA Graduate
C. Banner Update
D. Circle City Classic
E. Open Records Document and Proof of Receipt (please sign/return to Ms. Davis)
F. 2011 Regent Conflict of Interest Form (please sign/return to Ms. Davis)
G. Property Acquisition Update
H. Risk Management
- VI. COMMITTEE REPORTS**
- A. Academic Affairs **Regent Karen Bearden, Chair**
Action Item: Approval of Tenure
- B. Student Affairs **Regent Phyllis Williams, Chair**
- C. Finance and Administration **Regent Wilbert W. James, Chair**
- D. External Relations & Development **Regent Charles Whitehead, Chair**
- E. Audit Committee **Regent Mindy Barfield, Chair**
- VII. CLOSED SESSION**
- A. Pending Litigation (KRS 61.810(1)(c))
B. Personnel Matters (KRS 61.810(1)(f))
- VIII. OPEN SESSION**
- IX. CLOSING REMARKS**
- X. ADJOURNMENT**

Regents Committee Meetings Schedule

July 22, 2011

9:00-9:45	Academic Affairs Committee
9:45-10:30	Finance & Administration
10:30 – 11:00	Student Affairs
11:00 – 12:00	External Relations & Development
12:00 - 12:30	Audit Committee
12:30 – 1:10	Lunch
1:15 -	Board Meeting

KENTUCKY STATE UNIVERSITY
Regular Meeting of the Board of Regents
1:15 p.m., May 11, 2011
Board Room, Julian M. Carroll Academic Services Building
Frankfort, Kentucky

MINUTES

I. Call to Order:

Chairperson Laura Douglas called the meeting of the Kentucky State University Board of Regents to order at 1:17 p.m. on May 11, 2011.

II. Opening Remarks:

Chairperson Douglas began the meeting by welcoming attendees to the Board meeting and congratulating President Sias and the staff for a wonderful KSU Gala on April 16, 2011. Chairperson Douglas also congratulated the 2011 KSU graduates. Chairperson Douglas permitted Dr. Sias to introduce a special guest presenter for today's meeting.

III. Special Presentation:

Dr. Sias introduced Mr. Bob King, President of the Kentucky Council on Post-secondary Education (CPE), to offer brief remarks regarding the new statewide 2011-15 Strategic Agenda, *Stronger by Degrees*. Mr. King distributed documents outlining the educational challenges Kentucky continues to face, including, lower educational attainment than most of the nation; the large number of entering college freshmen meeting college readiness standards in 2008-09; difficult fiscal condition of Commonwealth and nation; and low rankings on national measures of economic competitiveness.

Mr. King provided the four areas of focus that CPE has adopted for Kentucky's public postsecondary educational institutions to assist in addressing its educational attainment challenges: 1) College Readiness; 2) Student Success; 3) Research, Economic and Community Development; and 4) Efficiency and Innovation.

According to Mr. King, universities must have rigorous teacher education programs as well as increased and enhances professional development offerings for current teachers. Mr. King also expects that universities will develop programs to further assist elementary and secondary schools to be more successful in identifying student deficiencies and remediating these deficiencies prior to graduation.

At the conclusion of Mr. King's presentation, Dr. Sias thanked Mr. King for the review of the Strategic Agenda and remarked that the CPE plan mirrors the current KSU Strategic Plan and that she expected that both plans would complement each other.

IV. Roll Call:

Chairperson Douglas asked the Secretary to the Board to conduct the roll call:

Regent Banks, <i>Present</i>	Regent Guarnieri, <i>Present</i>
Regent Barfield, <i>Present</i>	Regent James, <i>Present</i>
Regent Bearden, <i>Absent</i>	Regent Reddy, <i>Absent</i>
Regent Conner, <i>Present</i>	Regent Whitehead, <i>Present</i>
Regent Douglas, <i>Present</i>	Regent Williams, <i>Present</i>
Regent Fuller, <i>Present</i>	

Nine Regents were in attendance. A quorum was declared.

V. Approval of Minutes:

Action: Motion to approve the minutes from Board of Regents meeting held on January 28, 2011 was made by Regent Whitehead and seconded by Regent Banks. The motion passed.

VI. President's Report:

President Sias provided updates on various campus initiatives:

KSU SGA Executive Board:

President Sias introduced Mr. Demetrick Coleman, newly elected Student Government Association President. Mr. Coleman introduced the 2011-2012 KSU Student Government Association Executive Board.

- Lauren Dixon, First Vice President
- Riah Williams, Second Vice President
- Ashley Davis, Secretary
- Brittney Wyatt, Treasurer
- Tantaniece Scott, Chief Justice
- Patrick Carrington, Mr. KSU
- Shana McCombs, Miss KSU
- Joseph Franklin, Chief of Staff

KSU Honda All-Star Academic Team:

President Sias introduced the KSU Academic Team members and congratulated the team for placing third out of 48 teams in the *Honda Campus All-Star Competition* this year. The team includes:

- James Lawson Whites, Captain
- Leland Reynolds
- Kendra Joseph
- Joseph Franklin

The team was featured in the *USA Today* newspaper and won \$15,000 for their efforts.

Last year, the KSU Team placed seventh overall. The *Honda Campus All-Star Competition* is an academic competition for teams from Historically-Black Colleges and Universities.

Dr. Sias offered congratulations to Dr. Griskell, Coach and Ms. Bennett, Assistant Coach. Dr. Sias presented Dr. Griskell with a plaque featuring the *USA Today* newsclip.

KTRS Sick Leave Proposal:

Gary Meiseles, Director of Human Resources, presented information about a proposal to discontinue paying accumulated sick leave credit to retiring employees participating in the Kentucky Teachers Retirement System (KTRS). Mr. Meiseles explained that this proposal is being considered to limit the university's outstanding financial liabilities. The proposed change would be effective July 1, 2012. Mr. Meiseles will provide the board with a formal recommendation at a future board meeting.

CPE Diversity Plan:

Dr. Kimberly Holmes, Associate Director of the Land Grant Program, was introduced as the new Associate Vice President for Inclusion and Innovation. Dr. Holmes provided an overview of the draft campus-wide diversity plan and particularly stated that the race and ethnic categories included in the plan are: Hispanic, Black-Non Hispanic, American Indian, Native Hawaiian, Asian and White. She further informed the board that the KSU campus-wide Diversity draft plan was submitted to the Council on Postsecondary Education (CPE) on April 29, 2011, however an updated campus-wide diversity plan will be submitted to the KSU Board of Regents for its review at its July meeting.

KSU Shoe Drive to Save Lives:

Dr. Kimberly Holmes, Associate Vice President for Inclusion and Innovation and Associate Director of the Land Grant Program, discussed the KSU Shoe Drive to Save Lives. KSU MBA graduate student, Timothy Brown, Jr. discussed this community-wide effort to collect donated shoes to provide water purification systems for underserved communities internationally. The shoe drive included participation from over 25 public and private agencies and elicited over 2,700 pairs of shoes. The *Frankfort State-Journal* featured an article about Mr. Brown's community service.

Regent James stated that Mr. Brown approached him about Toyota Georgetown's participation in the shoe drive. Toyota Georgetown will participate.

16th Biennial Research Symposium:

KSU participated in presentations during the 16th Biennial Research Symposium hosted by 1890 Research Association. Ten KSU students and 26 KSU scientists participated. KSU students Jacob Watkins and Fred Turner received 3rd Place awards for their oral presentations.

Green to Gold Program:

Dr. Sias discussed the Green-to-Gold program. This program allows students to work on or off-campus to reduce their campus debt. Dr. Sias informed the board that over \$72,750 has been credited to student accounts during the Spring semester.

BANNER Update:

Mr. Whit Whitaker, BANNER Project Manager, provided an update regarding BANNER implementation. Mr. Whitaker reported that most modules are "live" and that the implementation is going well, despite some minor challenges. Mr. Whitaker also reported that the implementation was completed on time and within budget parameters. Dr. Sias thanked Mr. Whitaker and Mr. McDuffie for their excellent work in implementing BANNER.

Enrollment Update:

Dr. Roosevelt Shelton provided a *Powerpoint* presentation of the university's upcoming enrollment projections.

University Housing:

Dr. Sias reported that the university is planning to lease private off-campus apartments to address a projected housing shortage for Fall 2011.

University Budget 2011-12:

Dr. Sias discussed the university's budget process and priorities for the upcoming fiscal year. During the Spring semester, Dr. Sias appointed a campus-wide committee that reviewed the various competing priorities important to the university. The committee collaboratively determined the budget priority recommendations.

Dr. Sias reported that highlights of the University budget recommendation include: a 3% salary increase for employees on October 1, 2011; campus security gate construction to begin July 2011; and transferring \$2.6 million from reserve operating funds to balance budget

AGB Publication: Top Public Policy Issues for Higher Education in 2011 and 2012:

The members of the Board of Regents were presented copies of the AGB Publication for review.

VII. Committee Reports:

Finance and Administration:

Regent James presented the Finance and Administration Committee report. Board members were provided with attachments from this Committee. There were two recommendations for action from this Committee.

Action: Motion was made to approve the Fiscal Year 2012 University Budget Plan. A second was not necessary. The motion passed.

Action: Motion was made to approve of 2011-12 Tuition and Fees rates, including in-state tuition for veterans. A second was not necessary. The motion passed.

Academic Affairs:

On behalf of Regent Bearden, Regent Conner presented the Academic Affairs Committee report. He thanked retiring Interim Provost and Vice President of Academic Affairs, Dr. James Chapman for his outstanding service to the university and wished him well on the occasion of his retirement from the university effective June 30, 2011.

Action: Motion was made to approve a one (1) semester faculty sabbatical leave for Dr. April Fallon for Spring 2012 by Regent Conner. A second was not necessary. The motion passed.

Action: Motion was made by Regent Conner to approve promotion and/or tenure for the following faculty:

- Kalomo Bailey, *Tenure*, Fine Arts
- Danny Collum, *Tenure and Promotion to Associate Professor*, Literature, Languages and Philosophy
- Cynthia Shelton, *Tenure and Promotion to Associate Professor*, Whitney Young School
- Helen Smith, *Tenure*, Literature, Languages and Philosophy
- Joel Jones, *Tenure*, Math/Science
- Betty Olinger, *Tenure*, Nursing
- Tamara Sluss, *Tenure and Promotion to Associate Professor*, Math/Science
- Sunday Obi, *Promotion to Professor*, Education

A second was not necessary. The motion passed.

Action: Motion was made to approve the conferral of an honorary degree to Ms. Ollie Knight at Commencement on May 14, 2011 by Regent Conner. A second was not necessary. The motion passed.

Action: Motion was made to approve the conferral of degrees upon recommendation of the President and the faculty at the May 14, 2011 Commencement Convocation by Regent Conner. A second was not necessary. The motion passed.

Student Affairs:

Regent Williams presented the Student Affairs Committee report. She provided an update on Student Life Activities, Health Services utilization, Career Placement, Enrollment and Admissions.

Action: Motion was made to approve the KSU Student Residency Appeals process by Regent Williams. A second was not necessary. The motion passed.

External Relations and Development:

Regent Whitehead presented the External Relations and Development report. He provided a summary of the accomplishments of the Offices of Alumni Relations, Public Relations, Information Technology, Auxiliary Enterprises, and Capital Planning, Construction and Facilities. No action items were reported.

Audit Committee:

Regent Barfield presented the Audit Committee report. Regent Barfield stated that the Payroll audit will be deferred until the next Academic Year. Dr. Ralph Kimbrough, Internal Auditor, completed audits in the Office of Continuing and Distance Education and Talent Search. Regent Barfield also noted that there will be an audit of NCAA programs in 2011-12. No action was taken.

VIII. Closed Session:

Action: Motion was made to convene a closed session to discuss personnel matters and pending litigation pursuant to the Kentucky Open Meetings Act. The motion was made by Regent Barfield and seconded by Regent Whitehead. The motion passed.

The Board discussed pending litigation and personnel matters. The Board took no action in Closed Session.

The Board reconvened in Open Session.

IX. Closed Remarks:

Action: Motion was made to authorize Dr. Mary Evans Sias or Mr. Jack L. McNear to serve as agent for Kentucky State University for negotiation and purchase of property within the city of Frankfort within the next 90 days. The motion was made by Regent Barfield and seconded by Regent Whitehead.

X. Adjournment:

Action: Motion was made to adjourn the Board meeting by Regent Barfield and seconded by Regent Whitehead. The motion passed.

The meeting adjourned at 4:11 p.m.

Submitted by:

Lori A. Davis, Secretary
General Counsel
Kentucky State University

Laura M. Douglas, Chair
Board of Regents
Kentucky State University

_____ Approved with no corrections
_____ Approved with corrections

**Kentucky State University
Board of Regents**

2010-2011 Academic Affairs Committee

**Regent Karen Bearden, Chairperson
Regent Mindy Barfield
Regent Michael Fuller
Regent Edwin Conner
Dr. Titilayo Ufomata, Staff**

Kentucky State University
Board of Regents

July 22, 2011

ACADEMIC AFFAIRS MEETING INDEX

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**KENTUCKY STATE UNIVERSITY
Regular Meeting of the
Academic Affairs Committee
July 22, 2011**

9:00 a.m. – 9:45 a.m.

The Board Room - Academic Services Building

Regent Karen Bearden, Presiding

Agenda

- | | |
|-----------------------------|--|
| I. Call to Order | Regent Karen Bearden, Chairperson |
| II. Roll Call | Dr. Titilayo Ufomata
Associate Provost for Academic Affairs |
| III. Opening Remarks | Regent Karen Bearden, Chairperson |
| IV. Approval of Minutes | Regent Karen Bearden, Chairperson |
| V. Executive Summary Report | Dr. Titilayo Ufomata
Associate Provost for Academic Affairs |
| VI. Action Items | Dr. Titilayo Ufomata
Associate Provost for Academic Affairs |
| VII. Discussion | Regent Karen Bearden, Chairperson |
| VII. Adjournment | Regent Karen Bearden, Chairperson |

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents	Academic Affairs Committee	Date: July 22, 2011
From:	Dr. James Chapman	
Subject:	Minutes of May 11, 2011	
Reason for Consideration: Approval		Enclosure: Yes

Background:

The minutes of the Academic Affairs Committee meeting for May 11, 2011, require approval in order to become an official part of the committee records.

SEE PAGE 5

Recommendation:

It is recommended that the Academic Affairs Committee approve the minutes of the May 11, 2011 meeting.

APPROVAL

Initiator:	Dr. James Chapman Interim Provost/Vice President for Academic Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**KENTUCKY STATE UNIVERSITY
Regular Academic Affairs Committee Meeting**

**Board of Regents
Academic Affairs Committee
9:00 a.m., May 11, 2011**

**Academic Services Building, Board Room
Frankfort, KY**

MINUTES

Regent Edwin Conner served as chair in the absence of Regent Karen Bearden. Regent Edwin Conner called the meeting of the Kentucky State University Board of Regents Academic Affairs Committee to order at 9:00 a.m. on May 11, 2011. Regent Conner asked Rita Evans, Academic Affairs, to call roll:

Regent Karen Bearden, Absent	Regent Michael Fuller, Present
Regent Edwin Conner, Present	Regent Mindy Barfield, Present
Staff, Dr. James Chapman, Present	

A quorum was declared. Dr. Chapman gave an overview of the executive report. The report affirms that Academic Affairs and Land Grant faculty and staff remain dedicated to teaching, research, and service.

Action: A motion for the approval of the Academic Affairs Committee's January 28, 2011, minutes was made by Regent Fuller and seconded by Regent Conner. The motion passed and the minutes were approved.

Action: A motion for approval of the recommendations for faculty tenure and/or promotion was made by Regent Barfield and seconded by Regent Fuller. The motion passed.

Action: A motion for the approval of Sabbatical leave for Dr. April Fallon was made by Regent Barfield and seconded by Regent Fuller. The motion passed.

Action: A motion for the approval of Honorary Degree recipient, Ms. Ollie Knight, was made by Regent Barfield and seconded by Regent Fuller. The motion passed.

Action: A motion for approval of authorization for the President to confer the degrees at the May 14, 2011, commencement ceremony was made by Regent Fuller and seconded by Regent Barfield. The motion passed.

The Academic Affairs' Committee meeting adjourned at 9:25 am.

Submitted by:

Approved by:

Dr. James Chapman
Interim Provost/Vice President for
Academic Affairs
Board of Regents
Kentucky State University

Regent Karen Bearden, Chairperson
Academic Affairs Committee
Board of Regents
Kentucky State University

_____ Approved with no corrections

_____ Approved with corrections

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents Academic Affairs Committee	Date: July 22, 2011
From: Dr. James Chapman	
Subject: Academic Affairs Report	
Reason for Consideration: Informational	Enclosure: Yes

Background:

The Academic Affairs Report submitted by James Chapman, Interim Provost/Vice President for Academic Affairs is presented on pages 9-16. The report covers the period from May 11, 2011 to July 22, 2011.

Recommendation:

INFORMATIONAL

Initiator:	Dr. James Chapman Interim Provost/Vice President for Academic Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Kentucky State University
Report to the University Board of Regents
(Covering the period from May 11, 2011, to July 22, 2011)

By
Dr. James Chapman
Interim Provost/Vice President for Academic Affairs

July 22, 2011

EXECUTIVE SUMMARY

INFORMATIONAL ITEMS

Dr. Kimberly Holmes has been promoted, effective May 1, 2011, to Associate Vice president for Inclusion and Innovation. She also continues to carry the title of Associate Dean of the College of Agriculture, Food Sciences and Sustainable Systems.

The following individuals have been granted faculty status, effective July 1, 2011:

- Dr. Susan McNaught, Director of Developmental Education
- Dr. Kimberly Holmes, Associate Vice President for Inclusion and Innovation and Associate Dean of Agriculture, Food Sciences and Sustainable Systems.
- Lori Davis, Esq., General Counsel

Dr. G. Todd Davis has been appointed as Chair of the Division of Literature, Languages and Philosophy, effective January 1, 2012.

UNIT ACCOMPLISHMENTS

Office of Academic Affairs

Dr. Titilayo Ufomata has had a chapter entitled "Transnational Memories and Identity" accepted to appear in *West African Migrations: Transnational and Global Pathways in a New Century*. The book is currently in press with Palgrave MacMillan publishers.

Dr. Ufomata is also serving as Principal investigator for a \$100,000 NAFEO Wal-Mart Foundation Student Success Collaborative for KSU to serve as a mentor institution to another institution on student success initiatives. The grant has been awarded and work has commenced with the collaborative.

College of Arts, Social Sciences, and Interdisciplinary Studies (CASSIS)

Congratulations to KSU students Arielle Crosby and DeMeeshia Marshall for participating in the exciting "105 Voices of History" international debut in Nassau, Bahamas. The 105 students represented the 105 HBCU's in the United States. Watch a video here: <http://www.youtube.com/watch?v=JvK3Qe63HMM>. Dr. Carl H. Smith, the university's choir director, joined Crosby, a senior from Detroit, and Marshall, a freshman from Columbus, Ohio, on the trip. Crosby and Marshall participated in leadership and vocal classes and rehearsed for a group performance on May 21.

Dr. Victoria Tsangari, visiting assistant professor of Piano and Theory, gave a multimedia lecture-recital entitled "Debussy's *Six Epigraphes Antiques*: Music for Piano, Reciter, and Dancers" at the College Music Society – Great Lakes Regional Conference in Appleton, Wisconsin on April 2, 2011. She has been invited to present the same session at the College Music Society National Conference in Richmond, Virginia in October 2011.

Dr. Mara Merlino of Behavioral and Social Sciences presented a paper titled *Defendant Sex, Attributions of Culpability, and Severity of Sentencing* at the annual international

meeting of the Law and Society Association, which was held June 2-5 in San Francisco, California. Kentucky State University psychology students Cierra Alexander and Tashaunda Walker were co-authors on this paper. Merlino was also co-author on a paper titled *Entry-Level Forensic Examiner Education Requirements: A Review of Laboratory Director Attitudes and State Socio-Legal Environment*. This paper was co-authored by Victoria Springer and Dr. Veronica Blas Dahir from the University of Nevada, Reno.

College of Mathematics, Sciences, Technology, and Health (CMSTH)

The Computer Science undergraduate program has proposed the introduction of a Computer Gaming option. This option includes courses in computer graphics, animation and game design and development. This will prepare students with the required skill set for the technology industry. Additionally students will develop expertise in the development for the computer gaming, animation and simulation industry.

Dr. Wasim Al-Hamdani professor in the Division of Computer and Technical Science has been selected to participate at a two week fellowship program on Information Assurance Capacity Building at Carnegie Mellon University

One undergraduate student, seven graduate students and four faculty members presented their research efforts at the Seventh Annual Kentucky Innovation and Entrepreneurship Conference and 16th Annual KY EPSCoR Statewide Conference in Louisville, Kentucky on May 26. Presentation authors included the following Kentucky State University graduate students: D. Cleland, W. Li, N. Lykins, L. Urbina, P. Wang and J. Roberts. The following KSU faculty members authored presentations at the conference: C. Shen, S. Bhattacharyya, T. Webster, and M. Unuakhalu.

Luis Urbina, a graduate student in the computer science program has been selected for summer research at the NASA Dryden research facility, CA summer 2011.

David Munyaka, an undergraduate student in computer science has been selected for a summer Internship at Carnegie Mellon University, PA, summer 2011.

Kameron Brooks, an undergraduate student in computer science has been selected for summer research at Purdue University, IN, summer 2011.

College of Professional Studies

The School of Education Teachers' Multicultural Competency Committee has established a KSU Faculty/Staff Book Club with the purpose of reading and discussing books related to multiculturalism. The KSU Faculty/Staff Book Club will meet monthly to discuss thoughts, insights and implications of multiculturalism in the teaching and learning of our students.

Academic Support

Dr. Cornell H. Menking, Assistant Vice President for International Affairs, presented on the topic of Minority Access to Global Education at two major international education conferences (AIEA and NAFSA) in the spring semester.

A total of 21 Students Studied Abroad in the 2010-2011 Academic Year. Students have participated in Study Abroad opportunities in the following locations: Hallym University, Korea; Spain and Costa Rica; the Wheelock College program in Ghana, West Africa; University of International Business and Economics in Beijing, China; the Caribbean island nations of Montserrat and Antigua; Nassau, Bahamas; Belize, Central America; London, England; Additionally, one student participated in Semester at Sea voyage around the world and three students participated in Semester at Sea's "Maymester" voyage to six Caribbean and Central American countries. Another student, with the assistance of a Chinese scholarship and a Global Thorobred Award, studied in the Chinese Language and Culture Summer Program at Fudan University in Shanghai, China.

New memoranda of agreement have been signed with the following: International Studies Abroad, Inc.; The Center for International Studies (CIS Abroad); CAPA International Education; the Institute for Shipboard Education (the University of Virginia's Semester at Sea program); Universidad de La Salle, Bogota, Colombia; and the University of South Bohemia, Czech Republic.

Nineteen students were awarded Global Thorobred awards for a total exceeding \$50,000.

There are currently 235 students in the study abroad database. Over 100 students have had individual advising sessions.

The KSU Internationalization Task Force has as its goal to assist with campus internationalization and develop a proposed strategic plan by 2013.

The Facebook promotion continues to thrive with 185 students listed as friends of KSU OGEF; 94 individuals "like" the Kentucky State Study Abroad page; and 57 are listed as friends of KSU International Student Association page.

Land Grant Programs

Jacob Botkins, Adam Gerughty and Russell Williams, graduate students in the KSU Masters of Environmental Studies program, and Dr. John Sedlacek, principal investigator for entomology in the Land Grant Program and instructor for the MES Student Team Project course, recently attended the Joint Meeting of the Second Kentucky Invasive Species Conference and the 13th Annual Southeast Exotic Pest Plant Council Conference in Lexington, Ky. The group presented two posters entitled "*Citizen Awareness of the Impact of Invasive Plant Species in Kentucky*" and "*Winter Management of an Invasive Species, Garlic Mustard (*Alliaria petiolata*) in Wooded Habitat.*" The

research presented in the posters was the culmination of a two semester student team project for the MES course and was conducted in conjunction with the Kentucky State Nature Preserves Commission.

Jeremy Lowe, Co-Investigator of Horticulture in the Community Research Service of the KSU Land Grant Program, recently made two presentations entitled "Can Pawpaw

Production Fit Into Your Operation” and “Kentucky Blackberry Variety Trial Results” at the 2011 Illinois Small Fruit School in Mt. Vernon, IL. The meeting was attended by 265 participants representing nine states.

In the current issue of the Journal of the American Pomological Society, Sheri Crabtree, Co-Investigator of Horticulture, Dr. Kirk Pomper, Principal Investigator of Horticulture, and Jeremy Lowe, Co-Investigator of Horticulture (all in the Community Research Service of the KSU Land Grant Program) published an article entitled: Within-cluster Hand-thinning Increases Fruit Weight in North American Pawpaw [*Asimina triloba* (L.) Dunal].”

Dr. Kirk Pomper gave a presentation at the Kentucky Nut Growers Association (KNGA) meeting in Elizabethtown, Kentucky on April 23 concerning the joint KSU-KNGA Hazelnut trial. Variety trials of new eastern filbert blight resistant hazelnut selections are being planted this spring at the KSU Research and Demonstration Farm and ten grower sites.

The Awards Committee of the Frankfort/Franklin County Branch of the NAACP has selected Dr. Kimberly R. Holmes, associate director of the Land Grant Program, to receive the President’s Award for 2011. Dr. Holmes will be honored during the Freedom Fund Banquet on Saturday, June 25.

Ten students and 26 scientists represented Kentucky State University at the 16th Biennial Research Symposium of the Association of 1890 Research Directors Inc, which was held on April 9-13 at the Marriott Marquis in Atlanta. The Symposium was led by Dr. Kimberly Holmes. KSU student Jacob Botkins received a third-place award in the Sustainable Plant and Animal Production Systems category. KSU student Fred Turner also received a third-place award in the Renewable Resources, Bio-energy and Environmental Stewardship category. Graduate student Timothy Brown, Jr. served as manager of the KSU booth in the Symposium Exhibit Hall, which provided visitors with an overview of KSU’s Land Grant Program and recruited students for graduate programs. The students below, who are listed with their research topics, participated in oral or poster competitions. Professional research staff and principal investigators also delivered non-competitive oral presentations to symposium participants and are listed as follows: Undergraduate students: Kyla Ross, Rachel Hayden, Marquita Grayson-Holt, Luciane Pires, McKenzie Johnson, Fred Turner, Yankuba Banda; Graduate Students: Jacob Botkins, Michael Ward; Professional/Scientist: Dr. George Antonious, Dr. Michael Bomford, Regina Hill, Eric Turley, Karen Friley, Dr. Kirk Pomper, Dr. John Sedlacek, Dr. James Tidwell, Dr. Lingyu Huang, Dr. Hideka Kobayashi, Dr. Avinash Tope and Dr. Changzheng Wang.

Two specimens of ‘KSU-AtwoodTM’, the pawpaw variety that was recently released by the Horticulture Program in the Community Research Service of the KSU Land Grant Program, were recently donated by KSU and planted in the State Capitol Monument Park on the Capitol grounds next to State Street. ‘KSU-AtwoodTM’ is named for Rufus B. Atwood, who served as president of KSU from 1929 to 1962 and also led efforts for desegregated education in Kentucky in the 1940s.

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents, Academic Affairs Committee	Date: July 22, 2011
From: Dr. James P. Chapman	
Subject: Faculty Tenure	
Reason for Consideration: Approval	Enclosure: Yes

Background:

Upon the recommendation of the University Tenure and Promotion Committee, Dr. James P. Chapman, Provost/Vice President for Academic Affairs, and Dr. Mary Evans Sias, President, the Board of Regents is asked to approve the following recommendations for faculty tenure.

Recommendation: Dr. Teferi Tsegaye, Dean, College of Agriculture, Food Science and Sustainable Systems and Director of the Land Grant Program.

APPROVAL

Initiator:	James P. Chapman, Ph.D. Interim Provost/Vice President for Academic Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

Finance and Business Committee

July 22, 2011

**Regent Wilbert W. James, Chairperson
Regent Ron Banks
Regent David Guarnieri
Regent Chuck Whitehead**

KENTUCKY STATE UNIVERSITY

BOARD OF REGENTS

July 22, 2011

FINANCE AND BUSINESS MEETING INDEX

- B1** Minutes of July 22, 2011 meeting
- B2** Executive Summary Report
- B3** Budget vs. Actual – distributed at the meeting
- B4** Interim Financial Statements – distributed at the meeting
- B5** Course and Optional Participation Fees 2011-2012

**KENTUCKY STATE UNIVERSITY
Regular Meeting of the
Finance and Business Committee
Board of Regents
10 am, July 22, 2011
Board Room, Academic Service Building
Frankfort, Kentucky**

Regent Wilbert W. James, Presiding

AGENDA

- | | | |
|-------|--|-------------------------|
| I. | Call to Order | Regent Wilbert W. James |
| II. | Roll Call | Mrs. Lillian Graham |
| III. | Opening Remarks | Regent James |
| IV. | Approval of May 11, 2011 Minutes | Regent James |
| V. | Executive Summary Report | Mrs. Alice Johnson |
| VI. | Information Item | |
| | - Course and Optional Participation Fees 2011-2012 | |
| VII. | Informational Items - will be distributed at the meeting | |
| | - Budget vs. Actual June 2011 | |
| | - Interim Financial Statements June 2011 | |
| VIII. | Discussion | Regent James |
| XI. | Adjourn | Regent James |

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Finance and Business Committee	Date:	July 22, 2011
From:	Alice B. Johnson Vice President for Finance and Business Affairs		
Subject:	Finance and Business Committee Meeting Minutes May 11, 2011		
Reason for Consideration:	Action Item	Enclosures:	Yes

Background:

The minutes of the May 11, 2011, meeting must be approved.

Recommendation:

Approval of the minutes of the meeting on May 11, 2011.

Initiator:	Alice B. Johnson Vice President for Finance and Business Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**Kentucky State University
Regular Finance and Business Committee Meeting
Board of Regents
Finance and Business Committee
9:45a.m., May 11, 2011
Frankfort, Kentucky**

MINUTES

I. Call to Order

Regent James called the meeting to order at 9:47 a.m. on May 11, 2011.

II. Roll Call

Regent James asked for the roll call, which was recorded as follows:

Regent Wilbert James, present
Regent David Guarnieri, present
Regent Chuck Whitehead, present
Regent Ron Banks, present
Mrs. Johnson, present

A quorum was declared.

III. Approval of Minutes

Action: Motion to approve the minutes from the January 28, 2011 Finance and Business Committee meeting was made by Regent Whitehead and seconded by Regent Banks. The motion passed.

Regent James recognized Mrs. Johnson to carry the meeting forward.

V. Vice President's Report

External Auditors

Mrs. Johnson introduced Crissy Fiscus, Director of Assurance Services with Dean, Dorton, Allen, Ford – the university's external auditors.

Executive Summary Narrative

Vice President Johnson gave an overview of the Executive Summary Narrative. The following documents were handed out: (a) Attachment A to CPE's 2011-12 Tuition and

Mandatory Fee Recommendation; (b) CPE's 2011-12 Tuition Setting Process-Special Use Fees Exception Policy; (c) Meeting Index B8 2011-2012 Tuition and Fees for Non-resident Veterans; and (d) the FY2012 Financial Plan.

After Committee discussion, the following actions were taken:

Action: Motion to approve the 2011-2012 Tuition and Fees was made by Regent Whitehead and seconded by Regent Guarnieri. The motion passed.

Motion to approve the 2011-2012 Tuition and Fees for non-resident Veterans was made by Regent Whitehead and seconded by Regent Banks. The motion passed.

Motion to approve the FY 2012 Financial Plan was made by Regent Whitehead and seconded by Regent Guarnieri. The motion passed.

V. Adjournment

Motion for adjournment of the Finance and Business Committee's May 11, 2011 meeting was made by Regent Whitehead and seconded by Regent Guarnieri. The meeting adjourned at 10:35 a.m.

Submitted by:

Approved by:

Alice B. Johnson
Vice President for Finance and
Business
Kentucky State University

Wilbert W. James, Chair
Finance and Business Committee
Board of Regents
Kentucky State University

_____ Approved with no corrections

_____ Approved with corrections

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Finance and Business Committee	Date:	July 22, 2011
From:	Alice B. Johnson Vice President for Finance and Business Affairs		
Subject:	Executive Summary		
Reason for Consideration:	Informational Item	Enclosures:	Yes

Background:

Recommendation:

Initiator:	Alice B. Johnson Vice President for Finance and Business Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

**Report to the
Finance and Business Committee**

**Alice B. Johnson
Vice President for Finance and Business Affairs**

July 22, 2011

Kentucky State University
Finance and Business Committee Meeting
July 22, 2011

Finance and Business (F&B) is pleased to present the following summary report for consideration at the quarterly Finance and Business Committee meeting of the Board of Regents.

Fiscal Year 2011 Interim Results as of June 2011. For July 2011, the interim results as of June 2011 are compiled after the Board package deadline. Therefore, June 2011 fiscal year end reports for Budget vs. Actual and Condensed Financial Statements will be distributed and discussed at the meeting:

- 1) Budget vs. Actual as of June 2011 will be presented for information along with comments about the variances.
- 2) Unaudited Financial Statements as of June 2011 will be distributed and include the statement of net assets, the statement of revenue, expenses and changes in net assets and the statement of cash flows.

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Finance and Business Committee	Date:	July 22, 2011
From:	Alice B. Johnson Vice President for Finance and Business Affairs		
Subject:	Budget vs. Actual June 2011		
Reason for Consideration:	Informational Item	Enclosures:	Yes

Background:

This item will be distributed at the meeting

Recommendation:

Initiator:	Claudine Gee Director Planning and Budget
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Finance and Business Committee	Date:	July 22, 2011
From:	Alice B. Johnson Vice President for Finance and Business Affairs		
Subject:	Interim Financial Statements-June 2011		
Reason for Consideration:	Informational Item	Enclosures:	Yes

Background:

This item will be distributed at the meeting

Initiator:	Katherine Napier Associate Vice President for Business Operations
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents Finance and Business Committee	Date: July 22, 2011
From: Alice B. Johnson Vice President for Finance and Business Affairs	
Subject: 2011-2012 Course and Optional Participation Fees -	
Reason for Consideration: Informational Item	Enclosures: Yes

Background:

At its May 11, 2011 meeting, the Board of Regents approved the 2011-12 Course and Optional Participation Fees. Following the May 11, 2011 board meeting, changes were made to several optional participation fees. Additionally, national testing services/agencies announced changes to their fees which KSU does not collect as these fees are paid directly to the testing services/agencies.

In the future, only testing fees assessed by KSU will be listed for Board approval on the Course and Optional Participation Fee schedule.

The attached schedule lists the 2011-12 Course and Optional Participation Fees as approved on May 11, 2011 with requested changes to be approved at the July 22, 2011 meeting.

Recommendation:

Informational

Initiator:	Alice B. Johnson Vice President for Finance and Business Affairs
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**Kentucky State University
2011-2012 Course and Optional Participation Fees**

<i>Fees approved by Board of Regents at May 11, 2011 meeting. Changes represent external fees/rates beyond the university's control.</i>	2011-12 Approved Fees	2011-12 Requested Changes	2011-12 Revised Fees
Optional Participation Fees			
Activity Fee	170.00	-	170.00
Application fee	30.00	-	30.00
Application fee--International Students	100.00	-	100.00
Auto Registration--Faculty/Staff (per year)	100.00	-	100.00
Auto Registration--Students (per year)	30.00	-	30.00
Damage Fee (non-refundable)	125.00	-	125.00
Deferred Payment Fee (per semester)	75.00	-	75.00
Diploma Replacement (undergraduate)	13.00	-	13.00
Diploma/Cover Replacement (undergraduate)	20.00	-	20.00
Diploma Replacement (graduate)	20.00	-	20.00
Diploma/Cover Replacement (graduate)	40.00	-	40.00
Drop/Add Fee	30.00	-	30.00
Graduation Fee--Graduate (excl cap/gown) non-refundable	125.00	-	125.00
Graduation Fee--Undergraduate (excl cap/gown) non-refundable	75.00	-	75.00
Health Insurance Fee (per semester)	151.00	113.00	264.00
Homecoming Fee (fall semester only)	50.00	-	50.00
ID Card Replacement Fee (per card)	20.00	-	20.00
Student Housing Fire, Theft Property Insurance	60.00	-	60.00
Housing Access Control Fee (One Time Housing Fee,) non-refundable	50.00	-	50.00
Late Registration (per semester)	100.00	-	100.00
Nursing Student Liability Insurance Fee (Fall Semester)	16.00	-	16.00
Orientation Fee	35.00	-	35.00
Re-instatement Fee	50.00	-	50.00
Return Check Fee	50.00	-	50.00
Room Reservation (per year)	75.00	-	75.00

Thesis Fee	30.00	-	30.00
Transcript Fee	10.00	-	10.00

Kentucky State University
2011-2012 Course and Optional Participation Fees

<i>Fees approved by Board of Regents at May 11, 2011 meeting. Changes represent external fees/rates beyond the university's control.</i>	2011-12 Approved Fees¹	2011-12 Requested Changes	2011-12 Revised Fees
Test Fees			
ACAT	30.00	(30.00)	-
ACT Plus Writing	43.00	(43.00)	-
ACT Test Fee--National	33.00	1.00	34.00
ACT Test Fee--Residual	33.00	1.00	34.00
CLEP Test--KSU	25.00	-	25.00
CLEP Test--CLEP	77.00	-	77.00
Correspondence Exams	17.00	8.00	25.00
CPP-2 Test	16.00	(16.00)	-
GMAT Test	250.00	(250.00)	-
GRE Test	115.00	(115.00)	-
Law School Reports	12.00	(12.00)	-
LSDAS	109.00	(109.00)	-
LSAT Test	118.00	(118.00)	-
MAT (Miller Analogies Test)	-	77.00	77.00
MCAT Test	210.00	(210.00)	-
NLN/ACE (TBA)	70.00	(70.00)	-
NCLEX Review	350.00	-	350.00
PRAXIS Test--Registration	40.00	(40.00)	-
PRAXIS Test--Subjects	60/90	(60/90)	-
SAT1 Test - Reasoning	41.50	7.50	49.00
SAT2 Test - Subject (each)	18.00	4.00	22.00
SAT2 Test - Listening	-	22.00	22.00
TOEFL Test	125.00	(125.00)	-
Testing Transcript (per copy)	-	5.00	5.00

Kentucky State University
2011-2012 Course and Optional Participation Fees

<i>Fees approved by Board of Regents at May 11, 2011 meeting. Changes represent external fees/rates beyond the university's control.</i>	2011-12 Approved Fees¹	2011-12 Requested Changes	2011-12 Revised Fees²
Course & Lab Fees (per course)			
Applied Information Technology			
CIT 110, 120, 121, 136, 137, 220, 221, 222, 230, 251, 255, 300, 310, 350	20	-	20
351, 352, 355, 361, 362, 420, 430, 440, 450, 451, 452, 460	20	-	20
Aquaculture			
AQU 411, 412, 413, 427, 460, 511, 512, 527, 560	30	-	30
Art			
ART 130, 360	10	-	10
ART 101, 108, 110, 112, 113, 211, 305, 306, 310, 319, 330, 405, 419, 430, 431, 432,	30	-	30
ART 220, 240, 315, 317, 321, 340, 415, 417, 420, 433, 434, 435, 436, 437, 438, 439	50	-	50
ART 440, 441, 442, 443, 444			
ART 307, 312, 322, 407, 412, 451, 452, 453, 454	75	-	75
Biology			
BIO 101, 107, 108, 111, 204, 210, 212, 301, 302, 303, 304, 305, 307, 308, 309	30	-	30
BIO 315, 316, 317, 318, 408, 410, 411, 412, 413, 417, 427, 460	30	-	30
Chemistry			
CHE 110, 120, 203, 220, 307, 308, 310, 312, 314, 350	35	-	35
Child Develop/Family Relations			
CDF 315, 407, 408	30	-	30
Computer Science			
COS 100, 101, 108, 109, 180, 200, 230, 232, 242, 250, 300, 301, 340, 350	15	-	15
COS 410, 420, 481, 482, 483, 484, 485, 502, 504, 511, 512, 513, 514	15	-	15
COS 515, 517, 518, 520, 533, 581, 582, 583, 584, 585, 586, 587, 588, 589	15	-	15
Music			
MUS 112, 114, 212, 214	25	-	25
Half Hour Private Lesson/wk			
	50	-	50
One Hour Private Lesson/wk			
	75	-	75
Nursing			
NUR 111, 112, 201, 202, 211, 212	200	-	200
Physical Sciences			
PHS 201, 202, 211	20	-	20
Physics			
PHY 111, 112, 207, 208, 211, 212, 320, 340, 361	20	-	20

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

2010-2011 Student Affairs Committee

July 22, 2011

**Regent Phyllis Williams, Chair
Regent Edwin Conner
Regent Laura Douglas
Regent Syamald Reddy
Dr. Rubye Jones, Staff**

**Kentucky State University
Board of Regents**

July 22, 2011

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KENTUCKY STATE UNIVERSITY
Regular Meeting of the
Student Affairs Committee
Board of Regents
10:30 a.m.
July 22, 2011
Board Room – Academic Services Building
Frankfort, Kentucky

AGENDA

- | | | |
|------|--------------------------|---|
| I. | Call to Order | Chairperson |
| II. | Roll Call | Mrs. Fulvia Longstreet, Recorder |
| III. | Opening Remarks | Chairperson |
| IV. | Approval of Minutes | Chairperson |
| V. | Executive Summary Report | Dr. Rubye Jones, Vice President for
Student Affairs and Enrollment
Management |
| VI. | Discussion | |
| VII. | Adjournment | |

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Student Affairs Committee	Date:	July 22, 2011
From:	Dr. Rubye Jones Vice President for Student Affairs And Enrollment Management		
Subject:	Student Affairs Committee Meeting Minutes May 11, 2011		
Reason for Consideration:	Approval	Enclosures:	Yes

Background:

The minutes of the Student Affairs Committee meeting of May 11, 2011 require approval in order to become an official part of the committee records.

Recommendation:

That the Student Affairs Committee approves the minutes of the May 11, 2011 meeting.

Initiator:	Dr. Rubye Jones Vice President for Student Affairs and Enrollment Management
Board Action Date:	May 11, 2011
Effective Date:	May 11, 2011

KENTUCKY STATE UNIVERSITY
Regular Student Affairs Committee Meeting
Board of Regents
Student Affairs Committee
10:30 a.m. May 11, 2011
Board Room, Academic Service Building
Frankfort, Kentucky

MINUTES

Regent Phyllis Williams, Chair called the meeting of the Kentucky State University Board of Regents Student Affairs Committee to order at 10:40 a.m. on May 11, 2011. Regent Williams asked Mrs. Longstreet, Recorder to call the roll:

Regent Michael Fuller, present Regent Phyllis Williams, present
Regent Syamald Reddy, absent Regent Laura Douglas, present
Regent Edwin Conner, present Dr. Rubye Jones, present

A motion was made by Regent Douglas and seconded by Regent Conner for the approval of the minutes of the January 28, 2011 meeting. The motion was approved.

Action: No action.

Correction: No corrections.

Informational: Dr. Rubye Jones reported on activities from the following student affairs and enrollment management areas:

- The Office of Student Life for Holistic Development and Programming.
- The Office of Student Health Services.
- Career Counseling and Placement.
- Student Government Association
- Honda Campus All-Star Challenge
- Testing/The Center for Professional Career Preparation (CPCP).
- Office Admissions.
- Office of Finance Aid and Office of the Registrar.
- Student One-Stop Shop Center

Ms. Lori Davis, General Counsel reported on the state required Residency Appeals Policy.

Regent Douglas motioned the meeting to adjourn and Regent Conner seconded. The meeting adjourned at 11:00 a.m.

Submitted by:

Approved by:

Dr. Rubye Jones
Vice President for Student Affairs
and Enrollment Management
Kentucky State University

Regent Phyllis Williams, Chairperson
Student Affairs Committee
Board of Regents
Kentucky State University

_____ Approved with no corrections

_____ Approved with corrections

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

External Relations and Development Committee

July 22, 2011

Regent Ronald Banks

Regent Laura Douglas

Regent David Guarnieri

Regent Wilbert James

Regent Charles Whitehead, Chair

Regent Phyllis Williams

Mr. Hinfred McDuffie, Staff

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

July 22, 2011

External Relations and Development Committee

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- D1** External Relations and Development Committee Meeting Minutes
(May 11, 2011)
- D2** Executive Summary Report
- D3** Executive Contributions Report
Alumni Relations Report
- D4** Information Technology Report
Auxiliary Enterprise Report
Capital Planning, Construction and Facility Operations Report
- D5** Communications Report
- D6** Endowment Investment Policy
- D7** Endowment Spending Policy
- D8** Opportunities for Named Endowments

KENTUCKY STATE UNIVERSITY

**Regular Meeting of the
External Relations and Development Committee
Board of Regents
11 a.m., July 22, 2011
Board Room, Academic Services Building
Regent Charles Whitehead, Presiding**

AGENDA

- | | | |
|------|---|---|
| I. | Call to Order | Regent Charles Whitehead, Chair |
| II. | Roll Call | Hinfred McDuffie
Vice President for
Administration, External
Relations and Development |
| III. | Opening Remarks | Regent Whitehead |
| IV. | Action Item | Regent Whitehead |
| | Approval of May 11, 2011, Meeting Minutes | |
| V. | Executive Summary Report
- Endowment Management Report | H. McDuffie |
| VI. | Discussion | Regent Whitehead |
| VII. | Adjourn | |

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Committee Meeting Minutes (May 11, 2011)		
Reason for Consideration:	Approval	Enclosures:	Yes

Background:

The minutes of the External Relations and Development Committee meeting of May 11, 2011, require approval in order to become an official part of the committee's records.

Recommendation:

That the External Relations and Development Committee approve the minutes of the May 11, 2011, meeting.

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Kentucky State University
Regular External Relations and Development Committee Meeting
Board of Regents
External Relations and Development Committee
11 a.m., May 11, 2011
Board Room, Academic Services Building
Frankfort, Kentucky

MINUTES

Regent Charles Whitehead called the meeting of the Kentucky State University Board of Regents External Relations and Development Committee to order at 11:03 a.m. on Wednesday, May 11, 2011. Mr. Hinfred McDuffie, Vice President for External Relations and Development, called roll:

Regent Ron Banks, present
Regent Laura Douglas, present
Regent David Guarnieri, absent
Regent Wilbert James, present
Regent Charles Whitehead, Committee Chair, present
Regent Phyllis Williams, present

Five of the six regents on the committee were present. A quorum was established.

Discussion:

Motion to approve the January 28, 2011, External Relations and Development Committee minutes as distributed was made by Regent Douglas and seconded by Regent Williams. The motion passed.

Mr. McDuffie introduced two new employees to the division: Ms. Monica Owens, Development Services Coordinator, and Ms. Shawntaye Hopkins, Communications/Publications Specialist.

Mr. McDuffie presented the Executive Summary Report.

Mr. Bill Wilson, Associate Vice president for Development and Major Gifts, presented the summary for Alumni Relations and Development. Regent Whitehead asked how much time is spent soliciting alumni and friends. Mr. Wilson stated that a schedule of fall tours is being planned with President Mary Evans Sias visiting alumni chapters.

Mr. Edward Fields, Director of Information Technology, presented a summary of the Banner System implementation process. Regent Whitehead asked about plans for updates and ongoing employee training as new employees are hired. Mr. Fields stated that the functional areas involved have developed training materials that are available through the university's intranet.

Mr. Harold Hayes, Executive Director of Auxiliary Enterprises, presented a summary for his area. Mr. McDuffie said that the university is currently in a transition year regarding its food service vendor and has begun the process for bids on a new contract. Regarding housing, Mr. McDuffie said the university is in the process of leasing additional student housing space off campus in anticipation of on-campus housing overflow.

Mr. Jack McNear, Associate Vice President for Capital Planning, Construction and Facilities Operations, presented a summary of activity for his department.

Ms. Felicia Lewis, Assistant Vice President for Communications and Public Relations, presented a summary for her area. Regent James asked why the university did not have a display in the Lexington Airport (KSU has a display in the Louisville Airport). She responded that space did not have the size and exposure desired by the university, but that the university is negotiating for a more desirable space.

Mr. James Faraday and Ms. LouAnn Atlas of Fifth Third Bank presented the investment summary report.

The meeting was adjourned at 12:02 p.m.

Submitted by:

Approved by:

Hinfred McDuffie
Vice President for Administration,
External Relations and Development
Kentucky State University

Charles Whitehead
External Relations and
Development Committee
Board of Regents
Kentucky State University

_____ Approved with no corrections

_____ Approved with correction

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Executive Summary Report		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

**Kentucky State University
Division of External Relations and Development
Report to the Board of Regents**

July 22, 2011

EXECUTIVE SUMMARY

During the period of July 1, 2010, to June 30, 2011, Kentucky State University received \$863,425 in donations from 866 contributors – corporations, foundations, individuals and organizations. Scholarships received the largest portion of the donations, in the amount of \$631,084.

The Office of Alumni Relations processed the following memberships: 510 annual/associate, 326 complimentary to new graduates, 294 life and 24 subscribing life for a total of 1,154 KSU National Alumni Association financial members, as of June 29, 2011. The K-Club has 23 members. There were mass mailings to alumni for the following purposes: Permanent Alumni Scholarship Fund solicitation (72 packages), Homecoming (8,099), K-Club (741), Classes in Reunion (3,281) and miscellaneous mailings (10,221). A total of 6,009 electronic mailings were sent. There were two new/revitalized alumni chapters, and the alumni association currently has 24 affiliate chapters.

Information Technology reports progress in the Banner System's implementation: Phase I (discovery and hardware installation) is 100 percent complete, and the Phase 2, 2.5, 3, 4 and 5 conversions are 100 percent complete. Four of six sections of Phase 6 are complete, including training for the Finance, Human Resources, Financial Aid and Student modules. All modules are on schedule to go live in 2011.

Auxiliary Enterprise reports that housing occupancy was at 88 percent with 906 students at the end of the academic year. Also, Capital Planning, Construction and Facility Operations had 30 major projects in progress.

The university was covered in 675 articles in Kentucky. The advertising equivalency dollar amount (or cost saving) for the newspaper coverage of KSU was \$9,340,672. The university also was covered in 245 television news stories reaching a Nielsen audience of 6,928,720 for a total ad equivalency of \$127,136 or total publicity value of \$381,330. There were 277 messages posted on KSU's electronic message board.

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Executive Contributions Report & Alumni Relations Report		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Executive Contributions Report

and

Comparison of

July 1, 2009 - June 30, 2010

to

July 1, 2010 - June 30, 2011

Constituency Type Breakdown

Constituency Type	Total Dollars Raised July 1, 2009 - June 30, 2010	Total Dollars Raised July 1, 2010 - June 30, 2011	Total Participation July 1, 2009 - June 30, 2010	Total Participation July 1, 2010 - June 30, 2011
Corporations	\$64,844.00	\$179,887.00	34	39
Foundations	\$73,140.00	\$130,380.00	60	66
Employees	\$18,487.00	\$20,070.65	108	120
Alumni	\$471,037.00	\$97,195.00	283	287
Other Individuals	\$19,230.00	\$15,492.00	116	102
Organizations	\$202,107.00	\$420,400.20	197	252
Total:	\$848,845.00	\$863,424.85	798	866

Donor Designation Breakdown

Donor Designation	Total Dollars Raised July 1, 2009 - June 30, 2010	Total Dollars Raised July 1, 2010 - June 30, 2011
Unrestricted	\$20,496.00	\$26,048.82
Scholarships	\$784,809.00	\$631,083.52
Other	\$43,540.00	\$206,292.51
Total:	\$848,845.00	\$863,424.85

Sponsorships

Total Sponsors	Total Sponsorship Amount July 1, 2010 - June 30, 2011
N/A	N/A

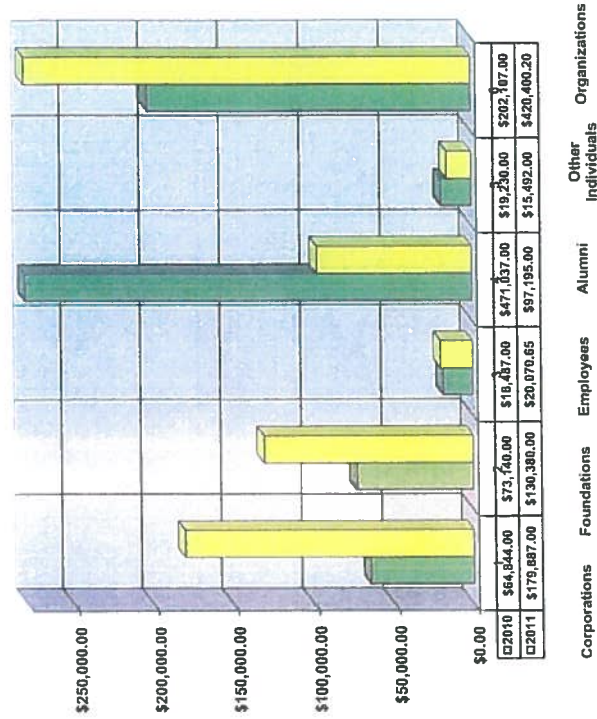
Fundraising Status

GOAL	ACTUAL
Good \$500,000.00	Better \$600,000.00
	Best \$800,000.00
	Better \$663,424.85

Percentage of Alumni Giving:

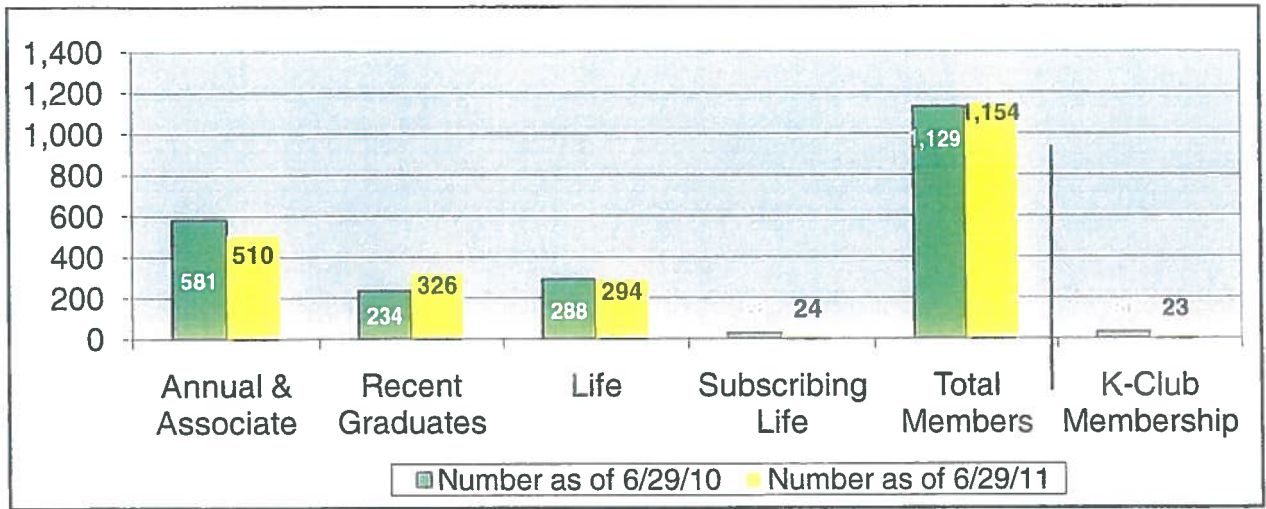
2010	2.44%
2011	2.44%

Total Dollars Raised Comparison Graph
July 1, 2009 - June 30, 2010 to July 1, 2010 - June 30, 2011

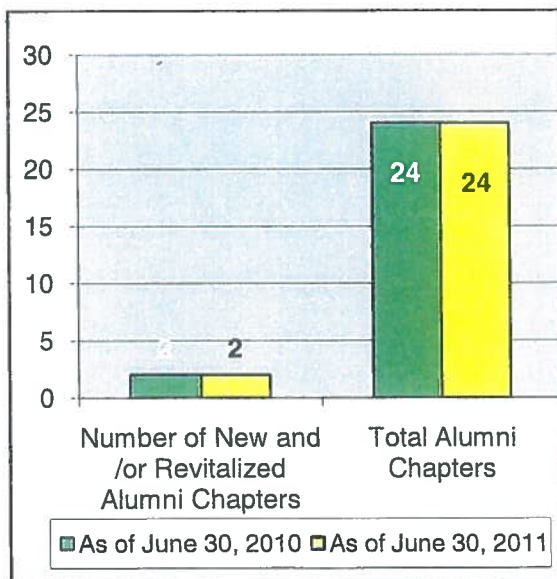


OFFICE OF ALUMNI RELATIONS REPORT

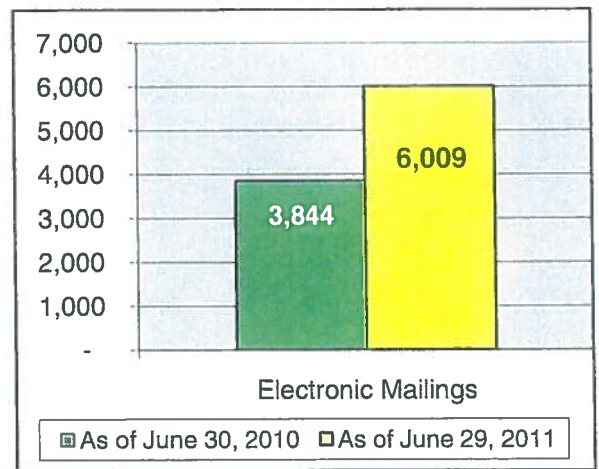
Membership



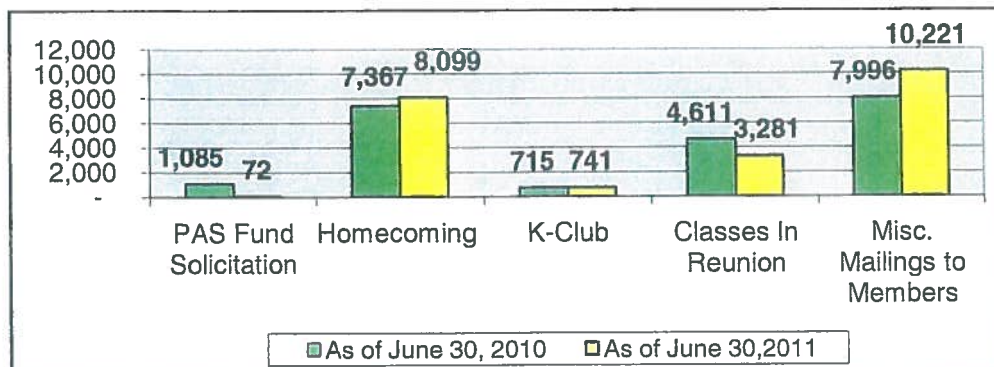
Alumni Chapter Revitalization



Electronic Communications



Mailings



KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Information Technology, Auxiliary Enterprise & Capital Planning Reports		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Information Technology July 2011

Information technology is evolving quickly. KSU's Office of Information Technology is developing active plans to anticipate and leverage IT trends and contribute to the university's strategic plan and top goals.

Information Technology is actively working toward the completion of several projects that will enhance and improve operational efficiency and customer service and reduce cost for the overall university. The department is also strengthening its internal processes by reorganizing by functional area to better serve the needs of the students, faculty and staff.

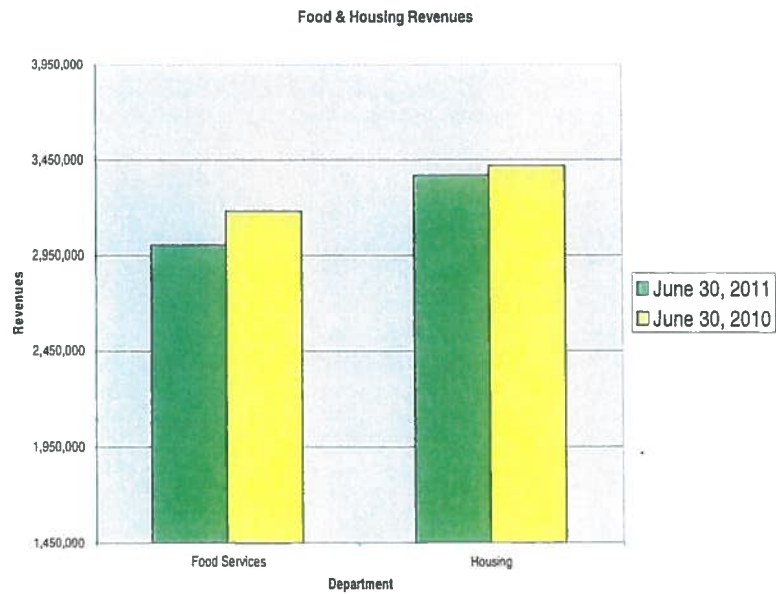
Project	Components	Complete
Banner ERP Implementation	Phase 1 Discovery and Hardware Installation	100%
	Phase 2 Conversion R1 Data verification and validation Data clean-up Banner testing and problem resolution	100% 100% 100% 100%
	Phase 2.5 Conversion R1.5 Data verification and validation Data clean-up Banner testing and problem resolution	100% 100% 100% 100%
	Phase 3 Conversion R2 Data verification and validation Data clean-up Banner testing and problem resolution	100% 100% 100% 100%
	Phase 4 Integration Testing (classroom pilot)	100%
	Phase 5 Pre-Prod creation for production Banner PROD delivery to KSU Dec. 6 Campus Banner training begun (FI and HR)	100% 100% 100%
	Phase 6 Campus Banner Training (FI, HR, FA, ST) Finance GO LIVE (Jan. 2011) Human Resources GO LIVE (Jan. 2011) Financial Aid GO LIVE (Feb. 2011) Student GO LIVE (March 2011) Accounts Receivable GO LIVE (July 2011) Student academic history conversion (Aug. 2011)	100% 100% 100% 100% 100% 100%

Kentucky State University Auxiliary Enterprise Report July 2010 - June 2011

As of June 30, 2011, the Auxiliary Enterprise Department recorded revenues of:

	Prior Year YTD	Current Year YTD	Variance
Food Services	3,180,000	3,004,000	(176,000)
Housing	3,417,000	3,367,000	(50,000)
Bookstore	172,000	152,000	(20,000)
Facility Usage	18,000	18,000	(2,000)
Laundry	51,000	59,000	8000
Vending	2,000	2,000	(0)

- Food Services and Housing variances are due to a decrease in student count. Housing occupancy at the end of the academic year was 88 percent with 906 students.



Capital Construction Project Report - July 22, 2011

		Assigned			Projected Completion		
Project		Goal	Date	Date	Status	Comments	
1	Entrance Gatehouse	Controlled Access to Campus	Sep-10	Oct-11	PIP	In Design	
2	Repair Concrete Steps & Sidewalks	Safe Pedestrian paths	Aug-10	Jun-11	PIP	90 % complete. Bell Gym steps remaining	
	\$150,000 Capital Planning						
3	Erosion Control at Motor pool	Control of water runoff	Jul-10	Aug-11	PIP	In Progress	
	\$15,000 Capital Planning						
4	Flood Damage Repair at Old Federal Building	Restore Building	May-10	Jun-10	COM	Complete	
	\$5,000 Maintenance Operations						
6	Repair Roof of Old Federal Building	Stop damage from leaking roof	Jul-10	Aug-10	COM	Complete	
	\$13,000 Capital Planning						
7	Access Control for Governmental Services Center	Install Blackboard electronic card readers	May-10	Aug-11	PIP	Received bid of \$650 from contractor	
	\$20,000 GSC Maintenance Service						
9	Aquaculture Production Technology Laboratory	New Facility	Aug-10	Aug-11	PIP	Construction in progress	
	\$1,700,000 CPE						
	\$500,000 Federal Funding						
10	Rosenwald Ctr for Families & Children	New Facility	Jun-10	Aug-11	PIP	Construction in progress	
	\$2,400,000						

11	Renovate Old Federal Building	Complete Bldg Renovation	Sep-09	Nov-11	PIP	Designing
	\$1,000,000 federal ARRA funds through National Parks Service					
13	Police Department - Electrical upgrade / Electronic Infrastructure for Dispatch	Moving PD to Old Rosenwald	Aug-10	Aug-11	PIP	Ordering Equipment
	\$185,500 Title III					
15	Re roof Atwood Research	Non leaking roof	Feb-11	Dec-11	PIP	Construction Begins July 11
16	Cheaney Plaza	Fundraising bricks and plaques	Aug-10	Aug-12	PIP	Design Phase
	\$500,000 Private donations					
17	Feasibility of constructing a centralized mail hub in Student Center Basement	Streamline mail pick-up	Aug-10	Jun-11	PNIP	On hold
	\$ Auxiliary Services					
	\$150 Capital Planning					
19	Campus benches	Replace old benches around campus	Aug-10	Sep-11	PIP	Installation Summer 2011
	\$10,000 Capital Planning					
20	New seating in Bradford Hall Large Auditorium	New seating in Large Auditorium	Aug-10	Aug-11	PIP	Bidding
	\$120,000 Capital Planning					
21	Scoreboard at Football Stadium	New Scoreboard	Feb-11	Aug-11	PIP	
22	(IT) Intercom System at Football Stadium	New Intercom system at Alumni Stadium	Feb-11	Aug-11	PIP	
23	Parking lot expansion	More parking for students/faculty/staff	Jan-11	Aug-11	PIP	
	\$83,000 Capital Planning					

24	Russell Court interior Renovations	Modernized Apartments	Jun-10	Aug-12	PIP	
	\$1,000,000 Auxiliary Services					Received 6 Responses
25	Privatized Housing RFP	New Student Housing	Nov-09	Aug-12	PIP	
	\$20M Private Developer/ KSU Foundation					Ongoing
27	Replace Roof - Jordan Bldg/Chiller and Alumni Stadium Offices	Stop leaking		Apr-12	PIP	
	\$450,000 (requested budget for next year)					
28	Submission of biennium 6 year capital plan	Complete capital plan		Apr-11	COM	
29	Redesign President's Suite	Improve safety and enlarge conference room		Aug-11	PIP	Design complete
	\$19,000 Capital Planning					
30	Chandler Hall Bathroom Renovation			Oct-11	PIP	Bidding
	\$125,000 Auxiliary Services					

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Communications Report		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

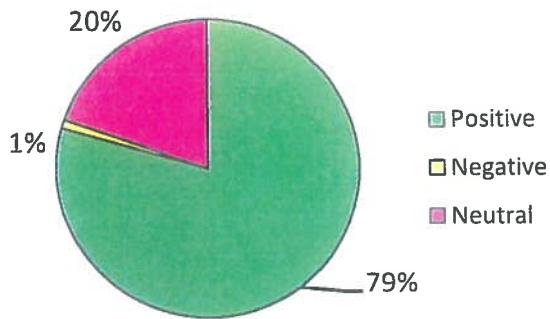
Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

KSU Media Coverage July 2010 – June 2011

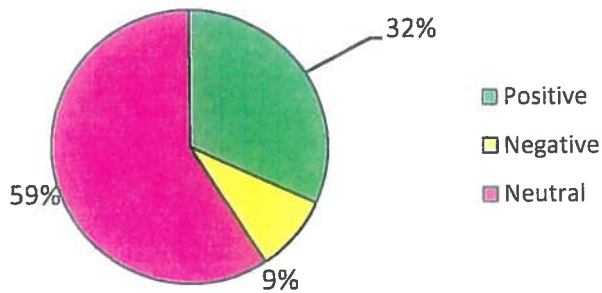
NEWSPAPER COVERAGE IN KENTUCKY

Number of Stories - 675 stories
 Ad Equivalency - \$9,340,671.55



TELEVISION COVERAGE IN KENTUCKY

Number of Stories - 245 stories
 Run Time - 2 hour, 43 minutes and 4 seconds
 Ad Equivalency - \$127,136 Publicity Value - \$381,330
 Nielsen Audience - 6,928,720



PUBLICATIONS AND ADVERTISEMENTS

Publications (artwork and printed materials)

- Development/Alumni Printed Materials – 50
- Printed materials produced for university events – 90
- Communication pieces – 72
 - o Hoofbeats – 2
 - o Economic Impact Analysis Brochure – 1
 - o Contributions Report - 1
 - o Onward and Upward - 2
 - o Strategic Plan Two-Year Status Report – 1
 - o President's Report to the Board – 3
 - o Program/Departmental Newsletters & Brochures – 62
- Marketing pieces produced – 135
- Designs for general university operations – 60
- Business cards produced – 141

Land Grant, community and campus community projects and events (supported by design work and support materials) – 45

Developed and distributed 75 press releases to the media.

Billboard displays – 12 months in three locations in Frankfort, Ky.; Airport Display (Louisville) – seven months

ELECTRONIC COMMUNICATIONS

Electronic message board postings – 277 messages:

257 KSU messages

20 community messages

Web homepage postings – 120 news/announcements/photo galleries

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Endowment Investment Policy		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Endowment Investment Policy Kentucky State University

This Statement of Investment Policy is issued by the Board of Regents of Kentucky State University in conjunction with the endowment holdings of Kentucky State University. Pursuant to KRS 164A.560, the Board of Regents of Kentucky State University elects to receive, deposit, collect, retain, invest, disburse and account for funds received as contributions to the endowment and shall manage the gifts and donations in accordance with KRS 164A.550 to KRS 164A.630.

I. The Board of Regents

Kentucky State University is one of eight public higher education institutions in the Commonwealth of Kentucky and is governed by appropriate Kentucky revised Statutes and by the Board of Regents. The Board consists of 11 Regents, eight of whom are appointed by the Governor of the Commonwealth. One regent each is elected by the University faculty, staff and students.

II. The University President

The Kentucky State University President, by virtue of his/her office, has the responsibility for the management of the University's endowment holdings and to report to the Board of Regents at each quarterly Board meeting on the status of these holdings.

III. Investment Philosophy

The Board of Regents of Kentucky State University recognizes its fiduciary duty not only to invest the University's endowment holdings in formal compliance with the "Prudent Man Rule," but also manage those funds in continued recognition of the basic long-term nature of the University. The Board of Regents interprets this to mean, in addition to the specific guidelines and restrictions set forth in this document, that the assets of the University shall be actively managed, that is, investment decisions regarding the particular securities to be purchased or sold shall be the result of the conscious exercise of discretion. Further, the Board of Regents recognizes that, commensurate with its overall objective of maximizing long-range return while maintaining a high standard of portfolio quality and consistency of return, it is necessary that proper diversification of assets be maintained both among and within the classes of securities held. Within this context of active management and the necessity of

adherence to proper diversification, the Board of Regents relies upon appropriate professional advice.

IV. Investment Objectives

The Board of Regents realized that prudent investment management is a duty. In fulfillment of this duty, the Board of Regents recognizes that long-term objectives are most important, but it is also necessary that shorter-term benchmarks be used to assess the periodic performance of the investment program. The University anticipates annual spending of five percent (5%) of the average market value for the past three years, the amount of which shall be determined in January of each year and is fully described in its Endowment Spending Policy, which is fully incorporated by reference herein. Under no circumstances shall the amount allocated to endowed professorships be less than the amount allocated in the prior year.

V. Asset Allocation Guidelines

The University President will allocate the assets within the classes of investments which he/she considers to be appropriate. The Board of Regents believes that it is prudent to diversify endowment investments so as to minimize the risks of large losses and has established the following asset allocation ranges based upon the University's participation demographics, anticipated cash flow requirements and the expected returns of the capital markets. The ranges are guidelines which may be interpreted as a general statement of the Board of Regents' position regarding investment risk.

<u>Asset Class</u>	<u>Allowable Range*</u>
A. Equity Investments	40 – 75%
B. Fixed Income Investments	25 - 55%
C. Cash Equivalents	5 – 25%

***Based on market value**

As a general policy, the Board, in keeping with its responsibility as Trustee and wherever consistent with its fiduciary responsibility, encourages the investment of the University's endowment assets in the securities of corporations which provide a positive contribution to the economy of the Commonwealth of Kentucky. However, where any security is not a prohibited investment under Kentucky State Statute and where a security is on the approved buy list, discretion will be

granted to the appointed investment managers in the selection of such securities and timing of transactions consistent with the following guidelines and restrictions:

A. **Equity Investments (Stocks)**

Investments may be made in common stock, securities convertible into common stock and in convertible preferred stock of publicly traded corporations. With the approval of the University President, options may be written against equity positions in the University's endowment holding account.

The Kentucky State University Board of Regents approves a 10 percent (10%) allocation to the international markets for the KSU portfolio. In addition, based on an S&P 500 equity mandate, the combination of mid cap, small cap and international investments be limited to 20 percent (20%) of the equity portfolio (*amendment approved by KSU Board of Regents October 26, 2007*).

B. **Fixed Income Investments**

Investments may be made in the various classes of fixed income instruments as follows:

Corporate Bonds. Publicly traded bonds are to be selected and managed so as to assure an appropriate balance in quality and maturities consistent with current market and economic conditions. Although active bond management is encouraged, excessive emphasis on short-term trading is not considered appropriate. Nonconvertible bonds may be selected from among those rated within the top three categories of the recognized bond rating services. Private or direct placement bonds may be purchased only upon specific approval of each issue by the University President.

Government and Agency Bonds. Investments may be made in any U.S. Government issued debt instrument with an initial maturity of over one year and in any debt instrument issued by agencies of the U.S. Government with an initial maturity of over one year and which are guaranteed by the U.S. Government.

C. Cash Equivalent Securities

Selection of particular short-term instruments, whether viewed as liquidity reserves or as alternative investment vehicles, should be determined primarily by the safety and liquidity of the investment and only secondarily by the available yield. The following short-term investment vehicles, with the exception of commercial paper, which requires specific purchase approval by the University President, are considered acceptable:

Repurchase Agreements – Repurchase agreements which are collateralized by the United States Government issues.

U.S. Government Issues – All obligations of the U.S. Government and its agencies.

Certificates of Deposit – Banks domiciled in the Commonwealth of Kentucky. If the dollar amount of certificates of deposit and/or cash equivalent securities exceed the FDIC insurance limit, the bank must pledge securities in an amount equal to that amount not covered by FDIC insurance.

VI. Standards of Measurement

The following represent the standards of measurement to be used as guidelines for the various classes of investments of Kentucky State University endowment holdings. They are to be computed and expressed quarterly on a time-weighted total return basis:

Equity Investments – Exceed the return on the Standard and Poor's 500 Composite Index.

Fixed Income (Corporate, Government and Agency Funds) – Exceed the return on the Lehman Brothers Kuhn Loeb Government/Corporate Bond Index.

Cash Equivalents – Exceed the rate on 90-day treasury bills.

VII. Investments Performance Review Procedures

On a timely basis, but not less frequently than quarterly, the Board of Regents will review the performance of the University's endowment holdings portfolio for determination of compliance with this Statement of Investment Policy.

VIII. Review

The Board of Regents will annually review the University's Investment Policy to make any adjustments that may be necessary.

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Endowment Spending Policy		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Endowment Spending Policy Kentucky State University

This policy statement is issued by the Board of Regents of Kentucky State University for guidance in the spending of endowment fund earnings.

Fiduciary Responsibility

The Board of Regents of Kentucky State University has a fiduciary responsibility to comply with all restrictions imposed by donors on gifts for endowment purposes. An endowment is established when a gift is received from a donor, under a donatives' instrument, who wishes to maintain the quality in faculty, students and facilities of the University. The Board of Regents recognizes the importance of establishing policies and procedures to meet the University's development needs and to attract private support. This policy is to establish administrative guidance in accepting and administering gifts in a fiduciarly prudent and efficient manner.

Endowments are divided into the following three categories:

Permanent Endowments

Permanent endowments are assets designated by the donor to be held in perpetuity. The corpus of permanent endowments may never be spent. Earnings and capital gains must be expended in accordance with the terms and conditions established by the donor. Permanent endowments are often called "true" or "pure" endowments.

Term Endowments

Term endowments are assets designated by the donor to be held until a particular date or event or condition occurs. The term endowment may terminate upon the occurrence of the date, event or condition established by the donor. The endowment corpus may then be expended in accordance with the terms and conditions specified by the donor.

Quasi-Endowments

Certain institutional funds may be set aside and be maintained as endowments. The Board of Regents, acting through University Administration, may specify the use of assets and spending policy for endowment income and earnings and set other terms and conditions related to the fund. The terms and conditions of the quasi-endowment may be changed or terminated by the Board of Regents.

Investment Policy

The Board of Regents establishes the conditions under which an endowment may be accepted and established. No endowment shall be accepted in which the donor directs the investment transactions or holdings or may approve investment policy strategy. The endowment fund shall be under the sole control of the Board of Regents once the Board of Regents accepts the gift.

The Board of Regents authorizes all endowments to be invested in instruments as specified under a separate written Endowment Investment Policy and is deposited with an investment manager established for the purpose of managing endowments for public and private educational institutions.

Spending Policy

The purpose of the Spending Policy is to set objectives relative to distribution of endowment earnings while protecting the real value of the endowment corpus and ensure that spending transfers are performed on a predictable, consistent basis for the endowment purpose. Endowments are pooled and invested in instruments that provide income and gains in accordance with the University's current Endowment Investment Policy. A unitized approach may be used to allocate investments and investment earning to each endowment. Spending distributions shall be made not less than annually to transfer a certain percentage of endowment earnings to the operating budget.

Kentucky State University has established an endowment spending policy that attempts to balance the long-term objective of transgenerational purchasing power of endowments with providing a reasonable, predictable and sustainable level of income to support current needs. Spending is derived from interest, dividends and capital appreciation on endowments.

Market values and returns are reported net of fees. Each endowment is allocated proportional charges of investment management expense as well as interest, dividends, and capital appreciation. Each endowment fund grows through additional gifts and its share of investment income.

The spending policy is not to exceed 5% of the three (3) year moving average of fiscal year end endowment market values using the most recent previous fiscal year plus any funds available but not spent in previous fiscal years. There will be no spending allowed in the first year a fund is established unless a specifically stated exemption exists with the original donatives' documents. In no case shall spending deteriorate the initial corpus unless specifically stated in the original donatives' documents.

Spendable amounts shall be computed and distributed annually at June 30. Any spending recommendations shall be approved by the Board of Regents.

Review

This spending policy will be reviewed annually by the University Treasurer with recommendations for modifications submitted to the Board of Regents for approval.

KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND

To:	Board of Regents External Relations and Development Committee	Date:	July 22, 2011
From:	Hinfred McDuffie Vice President for Administration, External Relations and Development		
Subject:	Opportunities for Named Endowments		
Reason for Consideration:	Informational	Enclosures:	Yes

Background:

N/A

Recommendation:

Informational

Initiator:	Hinfred McDuffie Vice President for Administration, External Relations and Development
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Kentucky State University
Opportunities for Named Endowments

<u>Academic Support</u>	<u>Minimum Gift</u>
THE PRESIDENT'S FUND FOR EXCELLENCE To provide discretionary funds for use by the President for furtherance of academic excellence.	\$ 1,000,000
THE DEAN'S FUND FOR EXCELLENCE To provide discretionary funds to a specific college or school for excellence.	\$500,000
NAMED SCHOOL OR COLLEGE To provide an endowment for continuing support.	\$3,000,000
NAMED DEPARTMENT FUNDS FOR EXCELLENCE To provide endowment for continuing support and advancement excellence.	\$250,000
NAMED CENTER, INSTITUTE OR BUREAU To support the ongoing operation and research of the organization.	\$350,000
 <u>Library Support</u>	
NAMED MAJOR LIBRARY COLLECTION To cover acquisitions and processing costs in a major collection or for a special collection area.	\$1,000,000
NAMED CURATORSHIP To endow a curator for a distinguished special collection.	\$ 750,000

NAMED LIBRARY FUND FOR EXCELLENCE	\$ 500,000
To support on-going major equipment and information needs.	
NAMED LIBRARY RESEARCH FELLOWSHIP	\$ 100,000
To support a graduate student each year in developing important research and bibliographic knowledge while working in special areas of the library.	
<u>Faculty Support</u>	
NAMED DISTINGUISHED UNIVERSITY PROFESSOR	\$1,500,000
To support a pre-eminent scholar of international reputation with an endowment sufficient to the aspirations of the program.	
NAMED ENDOWED CHAIR	\$1,250,000
To provide full support for an outstanding scholar.	
NAMED PROFESSORSHIP	\$ 500,000
To provide supplemental support for an outstanding faculty member.	
NAMED ENDOWED RESEARCH FUND	\$ 100,000
To support endowment income with research efforts in a field designated by the donor.	
NAMED FACULTY FELLOWSHIP	\$ 150,000
To support a faculty member engaged in specific work of particular importance.	
NAMED LECTURE OR SEMINAR SERIES	\$ 100,000
To support lectures by scholars and public figures or special seminars.	

Student Support

NAMED REGENTS FELLOWSHIP \$ 100,000
To cover tuition and fees, room and board,
and other expenses for an outstanding
graduate student.

**NAMED ENDOWED UNDERGRADUATE
SCHOLARSHIP FUND** \$ 100,000
To provide full tuition, room and board for a
financially needy and deserving undergraduate
in a field of study, college or location that may
be stipulated by the donor.

Endowment for Tuition Only \$ 50,000

NAMED REGENTS SCHOLARSHIP \$ 75,000
To provide room and board and other expenses
for an outstanding undergraduate student
while the campus contributes tuition and fees.

Facilities

NAMED EXISTING BUILDINGS \$1,500,000
To provide funds to rehabilitate
buildings, to establish maintenance
endowment, or for general support. or 2 of value

NAMED RENOVATED BUILDINGS 51% of estimated cost

NAMED FUTURE BUILDINGS 51% of estimated cost

NAMED LABORATORY \$ 500,000
To provide an endowment for the general
support of a laboratory.

Public Service

NAMED COMMUNITY SERVICE PROGRAM \$ 200,000

NAMED CULTURAL PROGRAM

\$ 100,000

To provide funds to support a concert,
seminar, conference, exhibition, etc.

General Endowments

INDIVIDUAL

\$ 10,000

To provide support for a donor determined
program, activity, scholarship or unrestricted
support.

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS**

Audit Committee

July 22, 2011

**Regent Mindy Barfield, Chair
Regent Karen Bearden
Regent Phyllis Williams
Regent Syamala Reddy
Dr. Ralph Kimbrough, Staff**

KENTUCKY STATE UNIVERSITY
Regular Meeting of the
Audit Committee
Board of Regents
12:00 p.m., July 22, 2011
Board Room, Academic Service Building
Frankfort, KY

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E3	New Audit Plan for 2011-2012 (Dr. Ralph Kimbrough)	9-10

KENTUCKY STATE UNIVERSITY
Regular Meeting of the
Audit Committee
Board of Regents
12:00 p.m., July 22, 2011
Board Room, Academic Service Building
Frankfort, KY

AGENDA

- I. Call to Order
- II. Remarks from Audit Committee Chair Regent Mindy Barfield
- III. Committee Agenda
- IV. Approval of Minutes, May 11, 2011 Meeting
- V. Internal Auditor's Report Dr. Ralph Kimbrough
- VI. Approval of Revised Audit Plan Dr. Ralph Kimbrough
- VII. Adjournment

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To:	Board of Regents Audit Committee	Date:	July 22, 2011
From:	Dr. Ralph Kimbrough, Internal Auditor		
Subject:	Audit Committee Meeting Minutes May 11, 2011		
Reason for Consideration:	Approval	Enclosures:	Yes

Background:

The minutes of the Audit Committee meeting of May 11, 2011, require approval in order to become an official part of the committee records.

Recommendation:

The Audit Committee approve the minutes of the May 11, 2011, meeting.

Initiator:	Dr. Ralph Kimbrough, Internal Auditor
Board Action Date:	July 22, 2011
Effective Date:	July 22, 2011

Board of Regents
Audit Committee
12:00 pm, May 11, 2011
Frankfort, Kentucky

MINUTES

I. Call to Order

Regent Barfield called the meeting of the Kentucky State University Board of Regents Audit Committee to order at 12:06 pm on May 11, 2011.

II. Roll Call

Regent Barfield-Present
Regent-Bearden-No
Regent-Williams-Present
Regent-Reddy-No
Dr. Ralph Kimbrough-Present
Quorum Established: No

III. Opening Remarks

Regent Barfield presented the minutes of the May 11, 2011 Audit Committee meeting.

IV. Approval of Minutes

Action: Approval of the minutes from the May 11, 2011 meeting was postponed due to the fact that the Committee did not have a quorum. The approval of minutes was postponed until the next meeting. Regent Barfield then deferred to Dr. Kimbrough to present his report.

V. Internal Auditor's Report

Dr. Kimbrough first discussed the changes to the current audit plan. Dr. Kimbrough then discussed the upcoming NCAA audit of the Athletic Department. After discussing these audits, Dr. Kimbrough then reported on the audit activity for the past quarter. First, an audit of the Office of Continuing and Distance Education (OCDE) was completed and an audit report was issued. During this audit, recommendations had been made regarding the improvement in the university's recording of earned grades for the Credit for Life Experiences program. Dr. Kimbrough then stated that he had completed a review of the Talent Search Program during this time. The Internal Auditor noted that the Talent Search coding process, as reviewed by external auditors, had been greatly improved.

Regent Barfield then asked for an explanation of the Credit for Life Experiences program. Dr. Kimbrough responded with a description of this program. In addition to Dr. Kimbrough's response, Dr. Sias discussed some of the particulars of the Credit for Life Program. Regent Barfield then asked for an explanation of the coding issues that had been found during the external reviews of the Talent Search Program. Dr. Kimbrough answered with a detailed explanation of the coding issues. Regent Barfield then wanted more clarification of the reasons that certain audits were postponed. Ms. Johnson gave the reasons for these postponements which were mainly due to the time constraints caused by the Banner Installation.

Dr. Kimbrough discussed his recommendations that were made during the Audit of the Office of Student Life. These recommendations included the addition of more surveys to evaluate student events and added documentation for the legal review of student event contracts. The planned completion of this audit will be at the end of May 2011.

Dr. Kimbrough then announced that he was leaving his post as President of the Central Kentucky Chapter of the Institute of Internal Auditors (CKIIA) in order to assume a position as board member of the CKIIA. He then discussed some of the CKIIA seminars that he had attended during this time. During the past quarter, Dr. Kimbrough attended seminars with topics such as fraud investigations, audit test approaches, international reporting standards, and audits of executive compensation. Finally, Dr. Kimbrough spoke on the topic of giving depositions at a May meeting.

A motion was then made to adjourn.

VII. Adjournment

Action: Motion to adjourn by Regent Barfield and seconded by Regent Williams

Meeting was adjourned at 12:28 pm

Submitted by:

Approved by:

Dr. Ralph Kimbrough
Internal Auditor
Kentucky State University

Regent Mindy Barfield, Chair
Internal Audit Committee
Board of Regents

_____ Approved with no corrections

_____ Approved with corrections

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents Audit Committee	Date: July 22, 2011
From: Dr. Ralph Kimbrough, Internal Auditor	
Subject: Internal Audit Activities	
Reason for Consideration: Informational	Enclosures: Yes

Background:

A summary of Internal Audit's Activities, Audits/Reviews, and Continuing Education for the period of April 1, 2011 through June 30, 2011 is presented for informational purposes.

Recommendation:

None.

Initiator:	Dr. Ralph Kimbrough, Internal Auditor
Board Action Date:	N/A
Effective Date:	July 22, 2011

KENTUCKY STATE UNIVERSITY
Internal Audit
Activities, Audits/Reviews, & Continuing Education
April 1, 2011 through June 30, 2011

During this period, Internal Audit participated in several activities, which included the following.

Activities

The Internal Auditor completed one audit, issued a preliminary draft report for another audit, and performed two of investigations. The audit of the Office of Student Life and the Student Government Association was completed and a final report was issued on April 29th. As a result of this audit, several recommendations were made by the Internal Auditor that improved the general operations of both the Office of Student Life and the Student Government Association. These recommendations and suggestions related to the areas of vendor invoice processing and student event evaluations. Recommended changes to the student handbook were also suggested. In addition to these recommendations, the Internal Auditor suggested that the Office of Student Life could improve their monitoring of student organizations. 1

A preliminary draft report of the audit of the Athletic Department was issued on June 24, 2011. In this report, the Internal Auditor recommended improvements in NCAA document completion and processing. Further recommendations were made regarding the tracking of financial aid awards for student athletes.

Continuing Education

As the outgoing President of the Central Kentucky Chapter of the Institute of Internal Auditors (CKIIA), Dr. Kimbrough organized and attended two meetings of the (CKIIA). After May 31, 2011, Dr. Kimbrough joined the Board of Governors of the CKIIA. The topics of these meetings included, Auditing Risk Management and Detecting Fraud. Dr. Kimbrough organizes these meetings and attends these meetings at no cost to KSU. Dr. Kimbrough was also a speaker at the final May CKIIA meeting. The topic was Giving Depositions. Finally, Dr. Kimbrough attended several Banner training sessions that were offered by Kentucky State University.

Recommended Changes Processing and Audit Plan

The Internal Auditor has made several recommendations to improve the operations of the Office of Student Life. The new audit plan was prepared and this plan was discussed with Dr. Sias and approved by Dr. Sias.

**KENTUCKY STATE UNIVERSITY
BOARD OF REGENTS
AGENDA ITEM BACKGROUND**

To: Board of Regents Audit Committee	Date: July 22, 2010
From: Dr. Ralph Kimbrough, Internal Auditor	
Subject: Internal Audit Plan	
Reason for Consideration: Approval	Enclosures: Yes

Background:

The New Internal Audit Plan requires approval in order to become an official part of the committee records.

Recommendation:

The Audit Committee approve the Revised Internal Audit Plan.

Initiator:	Dr. Ralph Kimbrough, Internal Auditor
Board Action Date:	July 22, 2010
Effective Date:	July 22, 2010

KENTUCKY STATE UNIVERSITY
Audit Committee
Audit Plan for 2011-2012

Audit Focus:

Areas of High Risk:

- Audit of the Aquaculture Program. This audit will include a review of Kentucky State University's (KSU) compliance with federal reporting regulations, time and effort reporting, and lab note documentation. Total number of hours: 250.
- Audit of the small farm. This audit will include a review of KSU's compliance with federal reporting regulations, time and effort reporting, and lab note documentation. Total number of hours: 200.
- Audit of the University's Purchasing Card. A compliance review of charges on selected purchasing card submissions will be performed. Total number of hours: 200.
- Audit of College Work Study. Work time sheets for college work study students will be reviewed for conflicts with classroom hours. Total number of hours: 200.
- Follow-up audit of the A-133 audit and management letter findings (made by the external auditor) Total number of hours: 300.

Areas of Medium Risk

- Payroll Audit. The Internal Auditor will assist the Office of Human Resources in performing a payroll audit. The Internal Auditor will audit additional compensation amounts such as overloads and stipends. Total number of hours: 200.
- Student Financial Aid Audit: A compliance review of student financial aid awards such as Pell Grants, Stafford Loans, and other awards will be performed. Total number of estimated hours: 150.

Areas of Low Risk

- TBD, Total number of estimated hours: 150.