

AGENDA
REGULAR MEETING OF THE
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
Via Teleconference
June 23, 2017

- | | | |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 10:00 a.m. | Regular Meeting | Champ Hall Conference Room |
| | Closed Session | Champ Hall Conference Room |
| 10:30 a.m. | Regular Meeting | Champ Hall Conference Room |
| | <ul style="list-style-type: none">• Introductory Items• Chair's Report• President's Report• Consent Agenda• Action Agenda | |

CHAIR'S REPORT

A. Information Items

1. Election of Chair and Vice Chair, 2017-2019
2. Annual Joint Meeting of the Board of Regents, Board of Trustees, and Presidents, July 20 and 21, 2017, Cedar City, Utah
3. Date of the next Board of Trustees Meeting and Workshop, August 18, 2017
 - Dinner, August 17, 2017
 - Workshop August 18, 2017

PRESIDENT'S REPORT

I. PRESIDENT'S REPORT

A. Information Items

1. Prosperity 2020

B. Recent Events

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

C. Upcoming Events

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

13. Utah Technology Council Board Meeting, Salt Lake City, August 31, 2017
14. Football, USU at Wisconsin, September 1, 2017
15. USTAR Governing Authority Board Meeting, Salt Lake City, September 7, 2017
16. Football, Idaho State at USU, September 7, 2017
17. USU Athletics Hall of Fame, September 8, 2017
18. Board of Regents, Weber State University, Ogden, September 14-15, 2017
19. Football, USU at Wake Forest, September 16, 2017
20. Football, USU at San Jose State, September 23, 2017
21. Speak at Utah Municipal Clerks Association (UMCA) Annual Conference, September 27, 2017
22. Remarks at Kaysville Extension Office Ribbon Cutting, Kaysville, September 28, 2017
23. Arrington Dinner and Lecture, September 28, 2017
24. Football, BYU at USU, September 29, 2017
25. USTAR Governing Authority Board Meeting, Salt Lake City, October 5, 2017
26. Football, Colorado State at USU, October 7, 2017
27. USU Board of Trustees Regular Meeting, October 13, 2017
28. Homecoming Honoree Dinner, Alumni House, October 13, 2017
29. Homecoming Events, October 14, 2017
30. Football, Wyoming at USU, October 14, 2017

CONSENT AGENDA

1. Minutes from the Closed Session held on May 5, 2017
2. Minutes from the Regular Meeting held on May 5, 2017
3. Minutes from the Special Meeting held on May 6, 2017
4. Certificate of Treasurer for March 2017
5. Contract/Grant Proposals and Awards for April 2017
6. Contract/Grant Proposals and Awards for May 2017
7. Delegation/Administrative Reports – 03/24/17 to 04/21/17
8. Delegation/Administrative Reports – 04/21/17 to 05/26/17
9. Faculty and Staff Adjustments
10. Report of Investments for March 2017
11. USU Policy 366 – Parental Caregiving with Modified Duties
12. Utah State University Alumni Association – Appointment of Laurel Cannon Alder as President Elect
13. Utah State University Research Foundation (USURF) – Re-appointment of Dr. Jagath Kaluarachchi as Trustee to the Board

CLOSED SESSION
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
May 5, 2017

Minutes of the Closed Session of the Utah State University Board of Trustees held at Utah State University, University Inn, Alma Sonne Board Room, commencing at 9:08 a.m.

MEMBERS PRESENT

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

UNIVERSITY REPRESENTATIVES PRESENT

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

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

The Executive Session adjourned 10:05 a.m.

Ronald W. Jibson, Chair

Sydney M. Peterson, Secretary

Date Approved

UTAH STATE UNIVERSITY BOARD OF TRUSTEES
Utah State University, University Inn, Alma Sonne Board Room, Logan, Utah
May 5, 2017

Minutes of the Regular Meeting of the Utah State University Board of Trustees held in the University Inn, Alma Sonne Board Room, commencing at 9:04 a.m.

MEMBERS PRESENT

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

UNIVERSITY REPRESENTATIVES PRESENT

Neil N. Abercrombie	Vice President, Government Relations
V. Dean Adams	Associate Dean, College of Engineering
Jodi Bailey	Chief Audit Executive
Carolyn Brittain	Staff Assistant
Noelle E. Cockett	President
Laurens H. Smith, Jr.	Interim Provost
David T. Cowley	Vice President, Business and Finance
Trisha Hunsaker	President-Elect, Staff Employee Association
Mica McKinney	General Counsel
Mark R. McLellan	Vice President, Research and Dean, Graduate Studies
James D. Morales	Vice President, Student Affairs
Joe Peterson	Chancellor, USU Eastern
Sydney M. Peterson	Chief of Staff and Board of Trustees Secretary
Edward M. Reeve	Interim Vice Provost
Derrick Tollefson	Department Head, Sociology, Social Work and Anthropology
Tim Vitale	Director, Public Relations and Marketing
Robert Wagner	Vice President, Academic & Instructional Services
Daniel W. Watson	Department Head, Computer Science
Kenneth L. White	Vice President, Extension and Dean, College of Agriculture and Applied Sciences
Vincent Wickwar	President, Faculty Senate

OTHERS PRESENT

Kevin Opsahl	<i>The Herald Journal</i>
Mark Stoddard	Member, Board of Regents
Teresa Theurer	Member, Board of Regents

Chair Jibson called the meeting to order. He praised the wonderful talent involved in the Inaugural Concert for President Cockett. Sydney Peterson was acknowledged for her tireless behind-the-scenes efforts.

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

Chair Jibson reopened the Regular Meeting at 10:10 a.m. thanking the Trustees, members of the Administration, representatives from the Faculty Senate and Staff Employee Association, Regents Mark Stoddard and Teresa Theurer, and members of the media for their attendance. He expressed his gratitude for the beautiful weather this commencement weekend and for the efforts of all those involved at the institution.

I. Chair's Report

A. Information Items

1. Letter of Commendation and Appreciation to Ashley Waddoups (Appendix A)

Ashley Waddoups was not in attendance. She was honored at the special meeting held Saturday, May 6, 2017.

2. Oath of Office for Michael Scott Peters

Chair Jibson welcomed Michael Scott Peters as new student body president and administered his Oath of Office.

3. Alumni Association Report

Trustee Thomas noted that Sydney Peterson is serving as the Interim Director of Alumni Relations. David Clark is now heading up corporate relations for the Advancement Office. The Alumni Association's Hall of Honor was held in April. The honorees were Marty and Betsy Judd, Nikkel Nielsen, Dr. Jay Monson, and Dr. LaVell and Mayzell King.

4. Audit Committee Report

Trustee Nixon reported that the Committee had a robust meeting discussing internal reports and receiving an update on the ongoing risk assessment process. No formal reports needed to be approved by the Board.

5. USUSA Report

Trustee Peters shared that the USUSA theme for next year is “Everyone Belongs.” He also shared a few highlights from the USUSA written report, including Mental Health Week held in early April and “Gripe Night” organized to receive feedback regarding student concerns and ideas.

6. Annual Faculty Achievements and Activities by College/Unit

Chair Jibson referenced the following link to the report.
<http://www.usu.edu/trustees/agenda/2017/>

7. Department of Public Safety Annual Report

Chair Jibson referenced the following link to the report.
<http://www.usu.edu/trustees/agenda/2017/>

8. Commencement 2017 Schedule

It was noted that USU Eastern had the largest number of graduates to date this year. At Tooele’s ceremony Beverly Jean Larsen White was presented with an honorary degree. It was very fitting to award her degree in Tooele with so many of her family members present. She and her family were very appreciative.

9. Date of the next Board of Trustees Meeting, June 23, 2017 to be held via conference call

II. PRESIDENT’S REPORT

A. Information Items

1. Student Resolution of Commendation to Ismail Alsomali (Appendix B)

Newly sworn in Trustee Peters introduced Ismail Alsomali. Ismail, an international student from Saudi Arabia, is studying Aviation Technology. He is the first international student to serve on the A-Team. Ismail served as a member of the Diversity Cabinet and will be vice president of the International Student Council next year.

President Cockett took a moment to thank everyone for making the Inaugural Concert event so special for her. She spoke of her love for Utah State and her realization of the role she will play as president.

B. Recent Events

1. Mountain West Basketball Tournament for Men and Women, Las Vegas, Nevada, March 6-11, 2017
2. Mountain West Board Meeting, Las Vegas, Nevada, March 8, 2017
3. Council of Presidents, Salt Lake City, March 14, 2017
4. Inaugural Professor Lecture, W. David Robinson, President's Home, March 15, 2017
5. Remarks at Family and Single Area (FSA) Dinner, March 20, 2017
6. Inaugural Professor Lecture, Peter Adler, President's Home, March 21, 2017
7. Groundbreaking for new building at USU Botanical Center, Kaysville, Utah, March 22, 2017
8. Legislative Appreciation Dinner, President's Home, March 22, 2017
9. Remarks at A-Day Welcome, March 24, 2017
10. College of Natural Resources Awards Banquet, March 25, 2017
11. Inaugural Professor Lecture, Bedri Cetiner, President's Home, March 27, 2017
12. Salt Lake Chamber Board of Governors, Salt Lake City, March 28, 2017
13. Remarks at Employee Recognition Luncheon, March 28, 2017
14. Student Advisory Council Breakfast, President's Home, March 29, 2017
15. Inaugural Professor Lecture, Rhonda L. Miller, President's Home, March 29, 2017
16. Speak at Aggie Women Networking Luncheon, Salt Lake City, March 30, 2017
17. Board of Regents, Dixie State University, St. George, March 31, 2017
18. Inaugural Professor Lecture, Cacilda Rego, President's Home, April 4, 2017
19. USTAR Governing Authority Board Meeting, Salt Lake City, April 6, 2017
20. USU Board of Trustees Teleconference, April 7, 2017
21. Research Gala, April 7, 2017
22. Alumni Hall of Honor, April 8, 2017
23. USU Emeriti Association Scholarship Awards Luncheon, April 17, 2017
24. Retirement Dinner, April 17, 2017
25. USUSA Officers Incoming/Outgoing Breakfast, President's Home, April 18, 2017
26. President's Ambassadors Appreciation Dinner, President's Home, April 18, 2017
27. Regents Spring Resource and Review Lunch/Meeting, April 19, 2017
28. USU Southwest Graduation, Nephi, April 20, 2017
29. Diversity Awards Luncheon, President's Home, April 21, 2017
30. USU Brigham City Graduation, Brigham City, April 21, 2017
31. USU Tooele Graduation, Stansbury Park, April 22, 2017
32. AB Chapman Lecture and Seminar, Madison, Wisconsin, April 24, 2017
33. Salt Lake Chamber Board of Governors, Salt Lake City, April 25, 2017
34. Life Sciences Building Groundbreaking, April 25, 2017
35. Promotion and Tenure Reception, April 26, 2017
36. Utah Campus Compact Awards Luncheon, April 27, 2017
37. USU Moab Graduation, Moab, April 27, 2017
38. USU-Eastern Blanding Campus Graduation, Blanding, April 28, 2017
39. Salt Lake Chamber Gala, Salt Lake City, April 28, 2017
40. USU-Eastern Price Campus Graduation, Price, April 29, 2017
41. USU Uintah Basin Graduation, Vernal, April 29, 2017
42. Council of Presidents, Salt Lake City, May 2, 2017

43. Utah Campus Compact Board of Directors, Salt Lake City, May 2, 2017
44. USU Inauguration Event with Students, May 4, 2017
45. USTAR Governing Authority Board Meeting, Salt Lake City, May 4, 2017
46. USU Inauguration Concert, May 4, 2017
47. USU Board of Trustees Regular Meeting, May 5, 2017
48. USU Graduate Commencement and Hooding Ceremony, May 5, 2017
49. USU Dignitaries' Dinner, May 5, 2017
50. USU Undergraduate Commencement Ceremony, May 6, 2017

C. Upcoming Events

1. Utah Technology Council Board of Trustees, Salt Lake City, May 10, 2017
2. Aggie Auction, May 18, 2017
3. Board of Regents, Salt Lake Community College, Salt Lake City, May 19, 2017
4. USTAR Governing Authority Board Meeting, Salt Lake City, June 1, 2017
5. Mountain West Board Meetings, Santa Barbara, California, June 4-6, 2017
6. Salt Lake Chamber Board of Governors Retreat, Salt Lake City, June 13, 2017
7. Association of Public Land-Grant Universities Council of President's Summer Meeting, Washington, DC, June 20, 2017
8. USU Board of Trustees Teleconference Meeting, June 23, 2017

III. CONSENT AGENDA

Trustees were given the following consent agenda material for their consideration. Chair Jibson asked if any items on the Consent Agenda needed to be moved from the Consent Agenda to the Action Agenda for further discussion; there were no requests.

1. Minutes from the Closed Session held on April 7, 2017
2. Minutes from the Regular Meeting held on April 7, 2017
3. Certificate of Treasurer – 2016-12 December [Resolution 17-05-01] (Appendix C)
4. Certificate of Treasurer – 2017-01 January [Resolution 17-05-02] (Appendix D)
5. Certificate of Treasurer – 2017-02 February [Resolution 17-05-03] (Appendix E)
6. Contract/Grant Proposals and Awards – 2017-02 February [Resolution 17-05-04] (Appendix F)
7. Contract/Grant Proposals and Awards – 2017-03 March [Resolution 17-05-05] (Appendix G)
8. Delegation/Administrative Reports – 02/17/17 to 03/24/17 [Resolution 17-05-06] (Appendix H)
9. Faculty and Staff Adjustments [Resolution 17-05-07] (Appendix I)
10. Report of Investments – 2016-12 December [Resolution 17-05-08] (Appendix J)
11. Report of Investments – 2017-01 January [Resolution 17-05-09] (Appendix K)
12. Report of Investments – 2017-02 February [Resolution 17-05-10] (Appendix L)
13. USU Policy Manual 405.12 – Annual Review of Faculty [Resolution 17-05-11] (Appendix M)
14. USU Policy Manual 588 – Research Data Policy [Resolution 17-05-12] (Appendix N)
15. Nominations for Appointment to the Board of Regents [Resolution 17-05-13] (Appendix O)
16. Acceptance of Written Reports

- Advancement (Appendix P)
- Business and Finance (Appendix Q)
- Executive Vice President and Provost (Appendix R)
- Extension and College of Agriculture (Appendix S)
- Faculty Senate (Appendix T)
- Public Relations and Marketing (Appendix U)
- Research and Graduate Studies (Appendix V)
- Student Affairs (Appendix W)
- USU Eastern (Appendix X)
- USUSA (Appendix Y)

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

IV. ACTION AGENDA

Interim Provost Larry Smith presented the following academic proposals.

1. Proposal from the Department of Environment and Society in the S. J. & Jessie E. Quinney College of Natural Resources to Restructure the Environmental Studies Bachelor of Science [Resolution 17-05-14] (Appendix Z)

This update to the curriculum for the B.S. in Environmental Studies includes the elimination of areas of emphasis. Most students choose the customizable Environmental Stewardship 15-credit option. The degree is now available via distance education.

Action: Trustee Nixon moved the approval of [Resolution 17-05-14] the proposal for the Department of Environment and Society in the S. J. & Jessie E. Quinney College of Natural Resources to Restructure the Environmental Studies Bachelor of Science. Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

2. Proposal from the Department of Computer Science in the College of Engineering to offer a Computer Science Teaching Minor [Resolution 17-05-15] (Appendix AA)

Dan Watson, Department Head, Computer Science, presented the proposal and answered questions. Computer Science is the fastest growing sector in the American economy; there are not enough graduates in the field to fill the demand. Many math teaching and some science-teaching majors have requested this teaching minor. This minor will add value to teaching majors.

Action: Trustee Holland moved the approval of [Resolution 17-05-15] the proposal for the Department of Computer Science in the College of Engineering to offer a Computer Science Teaching Minor. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

3. Proposal from the Department of Engineering Education in the College of Engineering to offer an On-line Graduate Certificate in Engineering Education [Resolution 17-05-16] (Appendix BB)

Dean Adams, Associate Dean, College of Engineering, noted that this will be the only online graduate-level certificate. It is anticipated that it will attract students from around the globe. Engineering education has had limited offerings. This will greatly increase the capacity to train engineers to teach. Many graduates have gone into teaching without any background in teaching. This opportunity will allow students, faculty, and those in the business to gain credentials and the know how to teach engineering. Students must have at least one degree in engineering.

Action: Trustee Thomas moved the approval of [Resolution 17-05-16] the proposal for the Department of Engineering Education in the College of Engineering to offer an On-line Graduate Certificate in Engineering Education. Trustee Huntsman seconded the motion. The voting was unanimous in the affirmative.

4. Proposal from the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to change the name from PhD in Sociology, specialization in States and Markets to PhD in Sociology, specialization in Social Inequality [Resolution 17-05-17] (Appendix CC)

Derrick Tollefson, Department Head, Sociology, Social Work and Anthropology, clarified that this name change better reflects the work of the department. Social inequality refers to unequal access to resources or social goods. This term is very familiar to professionals in the field of sociology.

Action: Trustee Burnett moved the approval of [Resolution 17-05-17] the proposal for the Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to change the name from PhD in Sociology, specialization in States and Markets to PhD in Sociology, specialization in Social Inequality. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

5. Proposal from the School of Applied Sciences and Technology Education in the College of Agriculture and Applied Sciences to offer a Master of Aviation Science [Resolution 17-05-18] (Appendix DD)

Ken White, Dean, College of Agriculture and Applied Science, explained that this will be the only online master's degree of its type in the Rocky Mountain area. USU has faculty expertise that is not matched at other institutions in the state. Many international students, especially from Saudi Arabia and the Dominican Republic, come to Utah State to enroll in Aviation Technology. Efforts are in place to have USU's programs rise to the top of

google searches. Marketing will also include a presence at national and international competitions and conventions and word-of-mouth from graduates.

Action: Trustee Holland moved the approval of [Resolution 17-05-18] the proposal for the School of Applied Sciences, and Technology Education in the College of Agriculture and Applied Sciences to offer a Master of Aviation. Trustee Peters seconded the motion. The voting was unanimous in the affirmative.

Chair Jibson asked if there were any other items the Trustees would like to discuss before the meeting closed; none were mentioned.

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

The meeting adjourned at 11:04 a.m.

Ronald W. Jibson, Chair

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

Date Approved

UTAH STATE UNIVERSITY BOARD OF TRUSTEES
Utah State University, University Inn, Alma Sonne Board Room, Logan, Utah
May 6, 2017

Minutes of the Special Meeting of the Utah State University Board of Trustees held in the University Inn, Alma Sonne Board Room, commencing at 7:36 a.m.

MEMBERS PRESENT

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

UNIVERSITY REPRESENTATIVES PRESENT

Carolyn Brittain	Staff Assistant
Noelle E. Cockett	President
Mica McKinney	General Counsel
Sydney M. Peterson	Chief of Staff and Board of Trustees Secretary

Chair Jibson called the meeting to order.

I. ACTION AGENDA

1. Proposal from Utah State University to Enter into an Affiliation Agreement with the Center for Growth and Opportunity [Resolution 17-05-19] (Appendix A)

Chair Jibson read the resolution as follows:

WHEREAS, Utah State University desires approval to enter into an Affiliation Agreement with the Center for Growth and Opportunity.

WHEREAS, this affiliation will provide the University with research and other education-related opportunities for University faculty and students, and

WHEREAS, the costs associated with the affiliation between the University and the Center are primarily funded by a generous gift from the Charles Koch Foundation, and

NOW, THEREFORE, BE IT RESOLVED, The Dean of the Jon M. Huntsman School of Business, the Vice President for Business and Finance, and the President and recommend that the Board of Trustees approve the request to enter into an Affiliation Agreement with the Center for Growth and Opportunity.

Action: Trustee Holland moved the approval of [Resolution 17-05-19] the proposal for Utah State University to Enter into an Affiliation Agreement with the Center for Growth and Opportunity. Trustee Johnson seconded the motion. Trustee Huntsman abstained. The voting was unanimous in the affirmative.

II. Information Items

1. Letter of Commendation and Appreciation to Ashley Waddoups

Chair Jibson shared the letter of commendation and appreciation to out-going Trustee and student body president Ashley Waddoups (Appendix B). The Board wished her well in her future endeavors.

Chair Jibson closed the meeting.

Action: Trustee Burnett made a motion to adjourn the meeting. Trustee Watterson seconded the motion; the voting was unanimous in the affirmative.

The meeting adjourned at 7:43 a.m.

Ronald W. Jibson, Chair

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

Date Approved

ITEM FOR ACTION

RE: Certificate of Treasurer for March 2017

The Certificate of Treasurer for March 2017 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

The State Appropriated Funds budget at 31 March 2017 totaled \$375,956,314, up \$19,314,440 (5.42%) over the same 2015-2016 period. The year-to-date state appropriated funds expenditures totaled \$232,105,006, up \$1,441,484 (0.62%) over the same 2015-2016 period and represented 62% of the total budget. The percent of budget expended, 62%, was 13% less than would be expected to be spent on a strict time of budget year expired basis.

Total expenditures for all funds totaled \$579,131,724, down \$6,792,431 (1.16%) from the same 2015-2016 period.

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

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

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

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

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

WHEREAS, Vice President Cowley requests approval of the listed expenditures by fund for the period 01 July 2016 to 31 March 2017 on the attached Certificate of Treasurer;

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

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

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Certificate of Treasurer as presented and ratifies the expenditures listed on said Certificate of Treasurer for March 2017.

=====

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

CERTIFICATE OF TREASURER

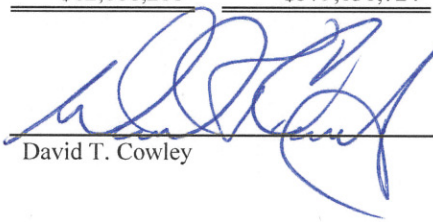
I, David T. Cowley, Vice President for Business and Finance, of Utah State University, do hereby certify as follows and request approval of the listed expenditures by fund for the period 1 July 2016 to 31 March 2017.

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

State Appropriated Funds	Budget	Percent of Budget Expended (75% Fiscal Year Expired)	1-Mar-17 31-Mar-17	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
Education and General (Except Athletics)	\$248,011,206	66%	\$17,148,938	\$163,167,245	\$146,595,720	\$16,571,525	11.30 %
Athletics	6,629,107	68%	645,516	4,540,559	4,287,238	253,321	5.91 %
E&G - O&M	2,845,536	23%	80,160	661,212	328,995	332,217	100.98 %
Agricultural Experiment Station	17,204,055	57%	986,529	9,747,308	8,532,123	1,215,185	14.24 %
UWRL Appropriation	3,919,450	36%	168,653	1,403,305	1,230,843	172,462	14.01 %
UWRL Apportionment	3,264,314	52%	159,544	1,689,989	2,609,483	(919,494)	(35.24) %
Tooele - Cont. Ed. Center	12,958,600	67%	483,512	8,671,522	9,074,252	(402,730)	(4.44) %
Educationally Disadvantaged	100,000	95%	27,850	94,915	98,378	(3,463)	(3.52) %
Southeastern Utah - Cont. Ed. Center	2,498,168	76%	142,669	1,895,289	1,645,787	249,502	15.16 %
Uintah Basin - Cont. Ed. Center	6,785,608	69%	397,428	4,658,634	4,736,258	(77,624)	(1.64) %
Cooperative Extension	19,423,155	47%	944,470	9,162,986	8,756,111	406,875	4.65 %
Brigham City - Cont. Ed. Center	18,709,221	47%	608,822	8,714,295	25,626,971	(16,912,676)	(66.00) %
USTAR	430,532	-3%	(58)	(10,876)	103,546	(114,422)	(110.50) %
AWSF - USTAR Funding	-	-	-	-	45	(45)	(100.00) %
E&G - Vet Med	10,431,252	36%	260,239	3,796,967	3,302,636	494,331	14.97 %
Price (USU Eastern)	15,999,150	60%	1,135,331	9,654,544	9,553,156	101,388	1.06 %
Blanding Campus (USU Eastern)	4,316,999	68%	314,504	2,917,642	3,008,601	(90,959)	(3.02) %
Educationally Disadvantaged (USU Eastern)	171,059	5%	1,298	8,732	-	8,732	- %
Prehistoric Museum (USU Eastern)	595,407	55%	39,775	329,409	318,198	11,211	3.52 %
Workforce Education (USU Eastern)	1,663,495	60%	103,714	1,001,329	855,181	146,148	17.09 %
Total State Appropriated Funds	<u>\$375,956,314</u>	62%	<u>\$23,648,894</u>	<u>\$232,105,006</u>	<u>\$230,663,522</u>	<u>\$1,441,484</u>	0.62 %
Total State Appropriated Funds 2015-2016	<u>\$356,641,874</u>						
Increase from 2015-2016	<u>\$19,314,440</u>						
Percent Increase from 2015-2016	<u>5.42%</u>						

	1-Mar-17 31-Mar-17	Year to Date	Prior Year to Date	Increase (Decrease) from Prior Year	Percent Increase (Decrease) from Prior Year
<u>Other Unrestricted Funds</u>					
Overhead Reimbursement for R & D	\$772,588	\$7,957,786	\$8,468,596	(\$510,810)	(6.03) %
Designated	8,935,449	58,249,432	49,715,221	8,534,211	17.17 %
Service Departments	3,927,453	37,505,432	38,256,469	(751,037)	(1.96) %
Auxiliary Enterprises (Except Athletics)	2,686,962	28,408,919	27,656,837	752,082	2.72 %
Athletics - USU	1,656,291	15,156,111	14,112,186	1,043,925	7.40 %
	<u>17,978,743</u>	<u>147,277,680</u>	<u>138,209,309</u>	<u>9,068,371</u>	<u>6.56 %</u>
<u>Other Restricted Funds</u>					
Instruction	2,041,739	13,712,173	11,894,524	1,817,649	15.28 %
Research	5,331,093	42,986,149	43,095,080	(108,931)	(0.25) %
Public Service	4,307,497	34,429,921	31,230,686	3,199,235	10.24 %
Academic Support	637,720	5,161,631	4,937,679	223,952	4.54 %
Student Services	718,234	6,497,043	5,850,672	646,371	11.05 %
Institutional Support	111,900	1,346,706	1,115,615	231,091	20.71 %
Operation and Maintenance of Plant	45,916	281,266	363,509	(82,243)	(22.62) %
Scholarships and Fellowships	479,851	54,505,108	51,988,381	2,516,727	4.84 %
Service Departments	3,005	9,300	27,996	(18,696)	(66.78) %
Auxiliary Enterprises	92,440	(123,264)	1,103,590	(1,226,854)	(111.17) %
	<u>13,769,395</u>	<u>158,806,033</u>	<u>151,607,732</u>	<u>7,198,301</u>	<u>4.75 %</u>
<u>Other Funds</u>					
Plant Funds	6,608,928	40,711,652	65,350,329	(24,638,677)	(37.70) %
Associated Students	-	-	-	-	- %
Other Agency Funds	62,251	231,353	93,263	138,090	148.07 %
	<u>6,671,179</u>	<u>40,943,005</u>	<u>65,443,592</u>	<u>(24,500,587)</u>	<u>(37.44) %</u>
 Total All Funds	 <u>\$62,068,211</u>	 <u>\$579,131,724</u>	 <u>\$585,924,155</u>	 <u>(\$6,792,431)</u>	 <u>(1.16) %</u>

6/9/17
Date


David T. Cowley

23 June 2017

ITEM FOR ACTION

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

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

EXECUTIVE SUMMARY

The awards for the month of April 2017 amounted to \$11,260,224 versus \$12,122,725 for April 2016.

The comparative graph, "Utah State University Sponsored Program Awards" indicates that through April 2017 cumulative award dollars were lower (- 4%) from last year for the same time period, with awards totaling \$168,691,915 for FY2017. Scholarships, fellowships and state appropriations for research are not included in either figure.

The value of proposals submitted increased (198.4%) from \$20,246,522 in April 2016 to \$60,414,100 during April 2017. The total number of current year proposals (1226) is more than FY2016 (1167).

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The attached list of contract/grant proposals and awards (April 2017) are recommended by the President and the Vice President for Research to the Board of Trustees:

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

RESOLUTION APPROVED BY BOARD OF TRUSTEES:

Date

Selected List of Awards Greater than \$1,000,000.00 from 04-01-2017 to 04-30-2017

Filters Applied*: No Filter

Award # 1

Control Number	09S070007	Agency	1,778,159.00
Funding Agency	Air Force Space and Missiles Command	USU	0.00
Flow Through Agency	Air Force	Total	1,778,159.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	John Seamons		
Co-PI(s)			
Period of Performance	07-15-2013 -- 06-29-2018		
Original Award Date	07-15-2013		
Change/Mod Effective Date	04-06-2017		
Program Name	Overhead Persistent Infrared (OPIR) Test Manager Wide Field-of-View (WFOV) Support		
Statement	The Space Dynamics Laboratory (SDL) will support the Space Based Infrared Systems Directorate Replenishment Division (ISR) of the Space and Missile Systems Center (SMC) with investigations into Overhead Persistent Infrared (OPIR) alternatives. This effort will require continued performance by SDL in the capacity of a University Affiliated Research Center (UARC) for research, development, and engineering work related to calibration facility evaluations, infrared (IR) focal plane studies, and IR sensor development, test, calibration, and on-orbit calibration.		

Award # 2

Control Number	S08005002	Agency	1,050,000.00
Funding Agency	Missile Defense Agency	USU	0.00
Flow Through Agency	Air Force Research Laboratory	Total	1,050,000.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Amy Secrist		
Co-PI(s)			
Period of Performance	02-28-2017 -- 08-16-2021		
Original Award Date	02-28-2017		
Change/Mod Effective Date	04-14-2017		
Program Name	UARC TO 0005 Tuttle - Flash Test Bed		
Statement	The Space Dynamics Laboratory (SDL) will assist the Air Force Research Laboratory (AFRL) in developing and providing innovative technology development approaches to advance the state-of-the-art electronic, electro-optical, and software		

For Official Use Only

Prepared: 05-09-2017 14:23

systems and components-of-interests and provide improved, reliable, and affordable space systems, spacecraft, payloads, components, and assembly, integration and test (AI&T) equipment and techniques.

Agency Total	2,828,159.00
USU Total	0.00
Grand Total	2,828,159.00

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

Selected List of Proposals Greater than \$1,000,000.00 from 04-01-2017 to 04-30-2017

Filters Applied*: No Filter

Proposal # 1: New

Control Number	S00003255	Agency	\$2,720,974.00
Proposal ID	T00004443 Revision: 0	USU	\$0.00
Funding Agency	NASA Jet Propulsion Laboratory	Other	\$0.00
Department	USURF	Total	\$2,720,974.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Erik Syrstad		
Co-PI(s)			
Period of Performance	04-01-2020 -- 01-31-2023		
Proposal Date	04-26-2017		
Program Name	Titan GRound Imaging System (TiGrIS) Camera (T-CAM)		
Statement	The Space Dynamics Laboratory will provide instrument level testing and calibration of an infrared sensor.		

Agency Total	\$2,720,974.00
USU Total	\$0.00
Other Total	\$0.00
Grand Total	\$2,720,974.00

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

Utah State University/Division of Sponsored Programs - List of Proposals Over \$1,000,000: 04/01/2017 - 04/30/2017

Proposal Number	Funding Sponsor/FTE	Prime Sponsor	Department/Unit	College	Principal Investigator	Proposal Type	Function Type	Proposed Start Date (Initial Period)	Proposed End Date (Total Period)	Title	Proposed Funding (This Action)
00160978	U.S. Department of Energy (DOE)		Biology	College of Science	Randy Lewis	New	Research Applied	2017-11-01	2020-10-31	Developing a predictive ICME of the conversion of low cost precursors to carbon fiber	\$ 3,750,424.05
00161350	National Institute of Food & Agriculture		School of Applied Science Technology & Education	College of Agriculture & Applied Sciences	Rhonda L Miller	New	Other Sponsored Activities	2017-09-01	2022-08-31	Western SARE 2017 Plan of Work	\$ 5,433,278.01
00161493	U.S. Department of Education (DoED)		School of Teacher Education & Leadership	Emma Eccles Jones College of Education & Human Services	James T Dorward	New	Other Sponsored Activities	2017-10-01	2024-09-30	GEAR UP ExCCEL Partnership	\$ 18,594,576.22
00161590	U.S. Department of Education (DoED)		School of Teacher Education & Leadership	Emma Eccles Jones College of Education & Human Services	James T Dorward	New	Other Sponsored Activities	2017-10-01	2024-09-30	Utah State University STARS! - GEAR UP Partnership	\$ 15,156,971.09
00161643	University of California-Berkeley	U.S. National Aeronautics & Space Administration (NASA)	Chemistry & Biochemistry	College of Science	Lance C Seefeldt	New	Research Basic	2017-04-01	2022-03-31	Center for the Utilization of Biological Engineering in Space (CUBES)	\$ 1,297,229.09
Total											\$ 44,232,478.46

23 June 2017

ITEM FOR ACTION

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

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

EXECUTIVE SUMMARY

The awards for the month of May 2017 amounted to \$12,528,119 versus \$11,606,429 for May 2016.

The comparative graph, "Utah State University Sponsored Program Awards" indicates that through May 2017 cumulative award dollars were lower (- 3.2%) from last year for the same time period, with awards totaling \$181,220,034 for FY2017. Scholarships, fellowships and state appropriations for research are not included in either figure.

The value of proposals submitted increased (42.6%) from \$17,141,650 in May 2016 to \$24,446,954 during May 2017. The total number of current year proposals (1347) is more than FY2016 (1282).

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The attached list of contract/grant proposals and awards (May 2017) are recommended by the President and the Vice President for Research to the Board of Trustees:

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

RESOLUTION APPROVED BY BOARD OF TRUSTEES:

Date

Selected List of Awards Greater than \$1,000,000.00 from 05-01-2017 to 05-31-2017

Filters Applied*: No Filter

Award # 1

Control Number	09S070010	Agency	1,500,000.00
Funding Agency	Air Force Space and Missiles Command	USU	0.00
Flow Through Agency	Air Force	Total	1,500,000.00
Department	USURF		
College	USURF		
Admin. Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Kenny Reese		
Co-PI(s)			
Period of Performance	03-27-2015 -- 09-30-2018		
Original Award Date	03-27-2015		
Change/Mod Effective Date	05-16-2017		
Program Name	Mission Data Processing (MDP) for Wide Field of View (WFOV) Testbed		
Statement	The Space Dynamics Laboratory (SDL) will support the Air Force Space and Missiles Command by developing and implementing the Mission Data Processing Testbed for the Wide Field of View program. SDL will develop software, hardware, algorithms, and provide early on-orbit engineering support and augmented post-launch system capability.		

Agency Total	1,500,000.00
USU Total	0.00
Grand Total	1,500,000.00

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

Selected List of Proposals Greater than \$1,000,000.00 from 05-01-2017 to 05-31-2017

Filters Applied*: No Filter

Proposal # 1: New

Control Number	S08015000	Agency	\$3,096,196.00
Proposal ID	T00004561 Revision: 0	USU	\$0.00
Funding Agency	Missile Defense Agency	Other	\$0.00
Department	USURF	Total	\$3,096,196.00
College	USURF		
Research Center	USU Research Foundation		
Research Function	Sponsored Research-Applied		
Program Manager(s)	Scott Anderson		
Co-PI(s)			
Period of Performance	06-01-2017 -- 05-31-2020		
Proposal Date	05-19-2017		
Program Name	Air Force Research Laboratory Doubletop		
Statement	The Space Dynamics Laboratory (SDL) will provide a subject matter expert (SME) support to the Air Force Research Laboratory Sensors Directorate (AFRL/RYS) in technical areas including sensor systems research and development, modeling and simulation, ground and airborne mission system development and operation, systems integration, and data collection and evaluation.		

Agency Total	\$3,096,196.00
USU Total	\$0.00
Other Total	\$0.00
Grand Total	\$3,096,196.00

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

Utah State University/Division of Sponsored Programs - List of Awards Over \$1,000,000: 05/01/2017 - 05/31/2017

Award Number	Funding Sponsor/PTE	lead_unit	College	Principal Investigator	Award Action	Function Type	Original Award Date	Award Date (This	Title	Awarded Funding (This
200971-00001	Brigham Young University	Psychology	Emma Eccles Jones College of Education & Human Services	Joann T Tschanz	New	Research Basic	2016-09-01	2017-05-01	Epidemiology of Alzheimer's Disease Resilience and Risk Pedigrees.	\$ 1,067,869.00

Utah State University/Division of Sponsored Programs - List of Proposals Over \$1,000,000 05/01/2017 to 05/31/2017

Proposal Number	Funding Sponsor/FTE	Department/Unit	College	Principal Investigator	Proposal Type	Function Type	Proposed Start Date (Initial Period)	Proposed End Date (Total Period)	Title	Proposed Funding (This Action)
00162587	Administration for Community Living	Center for Persons with Disabilities	Emma Eccles Jones College of Education & Human Services	Cynthia J Rowland	New	Research Basic	2017-10-01	2022-09-30	"DRRP ADA Collaborative HHS-2017-ACL-NIDILRR-DPAD- 0201"	\$ 2,500,000.00
00163513	National Institutes of Health (NIH)	Family Consumer & Human Development	Emma Eccles Jones College of Education & Human Services	Shawn D Whiteman	New	Research Applied	2018-04-01	2023-03-31	Sibling Socialization of Alcohol and Drug Use from Early through Late Adolescence	\$ 3,087,439.28
00163636	Ministry of Higher Education, Science, & Tech. - Dom.Repub.	Global Engagement	Provost	Shelly Colleen Ortiz	New	Other Sponsored Activities	2017-04-04	2018-09-04	Specific Agreement 2017 between the Ministry of Higher Education, Science and Technology of the Dominican Republic (MESCYT) and Utah State University	\$ 1,407,928.00
Totals									\$ 6,995,367.28	

ITEM FOR ACTION

RE: Delegation/Administrative Reports – 03/24/17 to 04/21/17

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

The reports have received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

The following is a summary of the administrative reports for USU for the period 03/24/17 to 04/21/17.

Professional Contracts, 4 contracts issued (Page 1)

Comments are provided on the report.

Construction Contracts, 8 contracts issued (Page 2)

Comments are provided on the report.

Report of Contingency Reserve Fund (Page 3)

Two projects needed funds from the contingency reserve fund during this reporting period. Based on an internal risk assessment, the University finds this fund's balance to be adequate.

Report of Project Reserve Fund Activity (Page 4)

Two projects contributed to the project reserve fund during this reporting period. Based on an internal risk assessment, the University finds this fund's balance to be adequate.

Current Delegated Projects List (Pages 5-7)

Of USU's 70 projects, 10 are pending, 13 are in the design/study phase, 29 are in construction, 15 are substantially complete and 3 are complete. The three projects completed during this period were Medium Voltage Upgrades FY14, Medium Voltage Upgrade FY15, and Facilities FM Suite Remodel.

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

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

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

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

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

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

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

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

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

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

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

Date



Professional Contracts
Awarded From 03/24/17 to 04/21/17

Project Name	Firm Name	A/E Budget	Fee Amount	Comments
1 Education Suite 109 Remodel	Van Boerum & Frank	\$16,060.00	\$5,000.00	Mechanical and plumbing design services
2 UBC Infrastructure Improvements	Cache Landmark	\$85,300.00	\$4,280.00	Irrigation system design
3 Education Suite 109 Remodel	Sine Source Engineering	\$16,060.00	\$1,975.00	Electrical engineering design
MISCELLANEOUS CONTRACTS				
4 Health, LS, Code Asbestos FY16	Dixon Information	\$183,504.00	\$169.00	Bulk samples



Construction Contracts Awarded From 03/24/17 to 04/21/17

Project	Firm Name	Design Firm	Const Budget	Contract Amt	Comments
1 Aggie Village Detention System	Whitaker Construction	CRS Engineers	\$309,460.00	\$309,460.00	Construct storm water detention system
2 Medium Voltage Upgrade FY17	Gramoll Construction	USU Facilities Planning and Design	\$1,122,100.00	\$112,965.00	Upgrade electrical service NEHMA
3 Animal Science Math Remodel	Spindler Construction	USU Facilities Planning and Design	\$103,248.00	\$103,248.00	Interior remodel - labor and materials
4 Health, LS, Code, Asbestos FY17	DWA Construction	USU Facilities Planning and Design	\$130,137.00	\$38,833.00	Repair bridge Millville property
5 Classroom Auditorium Upg FY15	USU Facilities Planning and Design	USU Facilities Planning and Design	\$246,025.00	\$10,273.00	Repaint rooms FAV 202-214
6 Health, LS, Code, Asbestos FY17	USU Facilities Planning and Design	USU Facilities Planning and Design	\$130,137.00	\$6,934.00	Install auto opener SDL south door
MISCELLANEOUS CONTRACTS					
7 Kaysville Building Addition	Kaysville City Corp		\$30,000.00	\$12,317.00	Road impact fees
8 Kaysville Building Addition	Reeve & Associates		\$4,500.00	\$650.00	Site utility mapping

Report of Contingency Reserve Fund From 03/24/17 to 04/21/17

Project Title	Current Transfers	Total Transfers To (From) Contingency	% to Construction Budget	Project Status	% Completed (Paid)
BEGINNING BALANCE	\$683,860.05				
INCREASES TO CONTINGENCY RESERVE FUND					
None					
DECREASES FROM CONTINGENCY RESERVE FUND					
UBC Infrastructure Improvement (provide cast, concrete blankets, hydrant line, conduit, water line repair, gas line drop, air vacs)	(34,627.41)	(34,627.41)	3.23%	Construction	95.43%
PDP Air Handling Units (demolish natural gas piping)	(1,504.20)	(13,394.20)	4.67%	Construction	4.98%
ENDING BALANCE	\$647,728.44				

**Report of Project Reserve Fund Activity
From 03/24/17 to 04/21/17**

Project Title	Transfer Amount	Description	% of Construction Budget
BEGINNING BALANCE	\$350,656.76		
INCREASES TO PROJECT RESERVE FUND			
Medium Voltage Upgrades FY14	28,893.10	Close Project	8.26%
Medium Voltage Upgrades FY15	4,482.50	Close Project	0.90%
DECREASES TO PROJECT RESERVE FUND			
None			
ENDING BALANCE	\$384,032.36		

Current Delegated Projects List

04/21/17

Project Number	Project Name	Phase	Project Budget
CAPITAL DEVELOPMENT/IMPROVEMENT			
A28999	Building Commissioning FY14	Sub Completion	196,296
A29004	Emergency Generator FY14	Sub Completion	250,390
A29006	Medium Voltage Upgrade FY14	Complete	339,744
A31321	Classroom/Auditorium Upgrade FY15	Construction	276,045
A31322	Concrete Replacement FY15	Sub Completion	310,403
A31325	Emergency Generator FY15	Pending	229,872
A31328	HVAC Controls Upgrade FY15	Pending	228,311
A31329	Medium Voltage Upgrade FY15	Complete	455,978
A31333	Planning & Design FY15	Design/Study	175,075
A31334	Sign System FY15	Sub Completion	47,193
A31335	Site & Safety Lighting	Construction	322,525
A33654	Romney Stadium Scoreboard	Construction	2,680,347
A34107	Kaysville Building Addition	Construction	2,805,085
A34283	Chilled Water Infrastructure FY16	Construction	357,878
A34284	Classroom/Auditorium Upgrades FY16	Construction	292,487
A34285	Concrete Replacement FY16	Sub Completion	243,096
A34287	Health, LS, Code, Asbestos FY16	Construction	191,004
A34290	Medium Voltage Upgrade FY16	Sub Completion	1,180,859
A34294	Planning & Design FY16	Design/Study	129,790
A34295	RBW/Family Life Chilled Water Piping	Construction	841,711
A34296	South Farm Fire Lane/Hydrants FY16	Construction	498,206
A34298	UBC Infrastructure Improvements	Construction	1,193,514
A34299	Univ Inn/Widstoe Steam Line Replacement	Design	75,000
A34300	VCT Tile Replacement in Hallways	Construction	328,890
A34301	Vet Science Electrical Upgrade FY16	Design	98,753
A34468	Roosevelt Ed Ctr Aggie Station Remodel	Design	51,770
A35569	Townhouse Stucco Proj Bldg 3	Pending	139,470

A35676	Merrill Cazier Lib Testing Ctr	Construction	2,108,650
A35677	PDP Air Handling Units	Construction	404,562
A35868	Summit Hall Remodel	Sub Completion	1,202,845
A35971	PDP Refreshment	Construction	787,129
A36118	Utility Meter Upgrades FY16	Design	91,500
A36388	North Core Utilities Replacement & Tunnel Expansion	Sub Completion	3,594,480
A36466	BNR Roadway Replacement	Sub Completion	329,926
A36467	Old Main Reroof-Center Section	Sub Completion	766,381
A36468	Hydraulics Lab Landscape FY17	Construction	93,033
A36469	Medium Voltage Upgrade FY17	Construction	1,222,100
A36734	Classroom Upgrades FY17	Design	275,847
A36735	Concrete Replacement FY17	Sub Completion	380,194
A36736	Bike Racks/Site Furn FY17	Construction	45,662
A36737	Access Control FY17	Sub Completion	72,795
A36738	Health, LS, Code, Asbestos FY17	Construction	137,637
A36739	E Stadium Restroom Reroof	Sub Completion	50,866
A36740	FAV Photo Lab Safety Ventilation	Construction	367,000
A36741	Planning & Design FY17	Design	70,457
A36742	Univ Inn to Widstoe Steamline-Construction	Pending	788,400
A37078	FAV 210/215 Remodel Phase II	Sub Completion	151,007
A37302	South Farm New Dairy Barn	Construction	1,212,935
A37304	Facilities FM Suite Remodel	Complete	365,941
A37631	Student Living Center Snack Shop	Design	213,530
A37673	Huntsman Library Huntsman Hall	Construction	203,833
A37740	Roosevelt Ed Ctr Atrium Remodel	Construction	618,663
A38008	Blue Square Parking Expansion	Construction	546,244
A38143	Student Organic Farm Facility	Design	146,666
A38144	Bus Bldg East Office Remodel	Construction	613,748
A38594	Lillywhite Interior Remodel	Design	1,026,000
A38598	Edith Bowen Playground	Design	386,820
A38666	Access Control FY18	Pending	382,750
A38777	IC Irrigation Trunk Line	Design	252,000
A38903	Education Suite 109 Remodel (NEW PROJECT)	Pending	187,480
A38923	Animal Science Math Remodel (NEW PROJECT)	Pending	131,098
A38970	Aggie Village Detention System (NEW PROJECT)	Pending	354,463

A38988	Univ Inn Slab & PTT Repair (NEW PROJECT)	Pending	175,000
C11368	USUE Mechanical/Lighting upgrade	Sub Completion	877,397
C11461	USUE Infrastructure/Automation Upgrade	Construction	461,857
C11508	USUE Career Center Upgrades	Construction	834,234
C11614	USUE Blanding Campus Mechanical FY16	Pending	45,662
C11615	USUE Geary Theatre Bldg Upgrades FY16	Construction	3,923,870
C11709	USUE Soccer Fields	Construction	604,211
C11714	USUE Site Lighting Phase 2	Construction	230,100
TOTAL (70)			<u><u>\$40,674,665</u></u>

ITEM FOR ACTION

RE: Delegation/Administrative Reports – 04/21/17 to 05/26/17

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

The reports have received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

The following is a summary of the administrative reports for USU for the period to 04/21/17 to 05/26/17.

Professional Contracts, 4 contracts issued (Page 1)

Comments are provided on the report.

Construction Contracts, 11 contracts issued (Page 2)

Comments are provided on the report.

Report of Contingency Reserve Fund (Page 3)

Three projects needed funds from the contingency reserve fund during this reporting period. Based on an internal risk assessment, the University finds this fund's balance to be adequate.

Report of Project Reserve Fund Activity (Page 4)

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

Current Delegated Projects List (Pages 5-7)

Of USU's 70 projects, 4 are pending, 14 are in the design/study phase, 34 are in construction, 16 are substantially complete and 2 are complete. The two projects completed during this period were Concrete Replacement FY15 and Summit Hall Remodel.

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

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

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

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

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

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

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

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

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

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

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES

Date



Professional Contracts
Awarded From 04/21/17 to 05/26/17

Project Name	Firm Name	A/E Budget	Fee Amount	Comments
1 HPER/Admin Nursing Remodel	CRSA	\$29,734.00	\$29,734.00	Architectural, mechanical and electrical design
2 USUE Blanding Housing Fire Safety	Spectrum Engineers	\$45,662.00	\$23,132.00	Design services for fire sprinkler and alarm system
3 OM Reroof South Wing	Design West	\$5,000.00	\$5,000.00	Architectural design services
MISCELLANEOUS CONTRACTS				
4 Health, LS, Code, Asbestos FY17	Dixon Information	\$130,137.00	\$47.00	Air and bulk samples



Construction Contracts Awarded From 04/21/17 to 05/26/17

Project	Firm Name	Design Firm	Const Budget	Contract Amt	Comments
1 OM Reroof South Wing	Kendrick Brothers Roofing	Design West	\$723,983.00	\$723,983.00	Re-roof south section of Old Main
2 Univ Inn Slab and PTT Repair	Spindler Construction	USU Facilities Planning and Design	\$188,512.00	\$188,512.00	Repair concrete & post tensions on bridge
3 Univ Inn to Widstoe Steamline	Jacobsen Construction	Van Boerum & Frank	\$770,000.00	\$57,500.00	Pre-construction and CMGC
4 Classroom/Auditorium Upg FY16	USU Facilities Planning and Design	USU Facilities Planning and Design	\$270,877.00	\$45,392.00	Remove carpet Engr Lab, consoles MCC Bldg
5 USUE Blanding Campus Mechanical	USU Facilities Planning and Design	USU Facilities Planning and Design	\$45,662.00	\$24,116.00	Replace fire alarm panel Tech Bldg
6 Health, LS, Code, Asbestos FY16	USU Facilities Planning and Design	USU Facilities Planning and Design	\$183,504.00	\$4,572.00	Install fixed roof access ladder Water Lab
MISCELLANEOUS CONTRACTS					
7 USUE Career Center Upgrades	Environmental Abatement		\$201,905.00	\$180,482.00	Asbestos abatement MCC Bldg
8 VCT Tile Replacement in Hallways	Eagle Environmental		\$139,496.00	\$80,588.00	Floor and mastic removal Engr Lab
9 UBC Infrastructure Improvements	Kaysville City Corp		\$1,101,214.00	\$40,000.00	Work on rail trail UBC
10 Sign System FY15	Interpretive Graphics Signs		\$43,193.00	\$9,778.00	QUAD district building signs
11 Health, LS, Code, Asbestos FY17	Eagle Environmental		\$130,137.00	\$8,550.00	Asbestos abatement Bus Bldg, Skaggs 112

**Report of Contingency Reserve Fund
From 04/21/17 to 05/26/17**

Project Title	Current Transfers	Total Transfers To (From) Contingency	% to Construction Budget	Project Status	% Completed (Paid)
BEGINNING BALANCE	\$647,728.44				
INCREASES TO CONTINGENCY RESERVE FUND					
None					
DECREASES FROM CONTINGENCY RESERVE FUND					
USUE Career Center Upgrades (asbestos abatement in main, 2nd floor hallways and classrooms MCC Bldg Price)	(171,904.75)	(171,904.75)	20.61%	Construction	10.61%
USUE Geary Theatre Upgrades FY16, FY17 (sewer lateral investigation; stage curtain replacement)	(36,557.00)	(36,557.00)	1.85%	Construction	53.03%
Kaysville Building Addition - contingency split 42% (additional drywall; extend ceiling & soffit)	(1,074.91)	(6,047.78)	27.00%	Construction	22.09%
ENDING BALANCE	\$438,191.78				



**Report of Project Reserve Fund Activity
From 04/21/17 to 05/26/17**

Project Title	Transfer Amount	Description	% of Construction Budget
BEGINNING BALANCE	\$384,032.36		
INCREASES TO PROJECT RESERVE FUND Concrete Replacement FY15	11,218.19	Close Project	5.39%
DECREASES TO PROJECT RESERVE FUND Univ Inn Slab and PTT Repair	(1,988.06)	Award contract	1.28%
ENDING BALANCE	\$393,262.49		



Current Delegated Projects List

05/26/17

Project Number	Project Name	Phase	Project Budget
CAPITAL DEVELOPMENT/IMPROVEMENT			
A28999	Building Commissioning FY14	Sub Completion	196,296
A29004	Emergency Generator FY14	Sub Completion	250,390
A31321	Classroom/Auditorium Upgrade FY15	Construction	276,045
A31322	Concrete Replacement FY15	Complete	299,185
A31325	Emergency Generator FY15	Pending	229,872
A31328	HVAC Controls Upgrade FY15	Pending	228,311
A31333	Planning & Design FY15	Sub Completion	175,075
A31334	Sign System FY15	Sub Completion	47,193
A31335	Site & Safety Lighting	Construction	322,525
A33654	Romney Stadium Scoreboard	Construction	2,680,347
A34107	Kaysville Building Addition	Construction	2,807,644
A34283	Chilled Water Infrastructure FY16	Construction	357,878
A34284	Classroom/Auditorium Upgrades FY16	Construction	292,487
A34285	Concrete Replacement FY16	Sub Completion	243,096
A34287	Health, LS, Code, Asbestos FY16	Construction	191,004
A34290	Medium Voltage Upgrade FY16	Sub Completion	1,180,859
A34294	Planning & Design FY16	Sub Completion	129,790
A34295	RBW/Family Life Chilled Water Piping	Sub Completion	841,711
A34296	South Farm Fire Lane/Hydrants FY16	Construction	498,206
A34298	UBC Infrastructure Improvements	Construction	1,193,514
A34299	Univ Inn/Widstoe Steam Line Replacement	Design	75,000
A34300	VCT Tile Replacement in Hallways	Construction	328,890
A34301	Vet Science Electrical Upgrade FY16	Design	98,753
A34468	Roosevelt Ed Ctr Aggie Station Remodel	Design	51,770
A35569	Townhouse Stucco Proj Bldg 3	Pending	139,470
A35676	Merrill Cazier Lib Testing Ctr	Construction	2,108,650
A35677	PDP Air Handling Units	Construction	404,562

A35868	Summit Hall Remodel	Complete	1,146,596
A35971	PDP Refreshment	Construction	797,129
A36118	Utility Meter Upgrades FY16	Design	91,500
A36388	North Core Utilities Replacement & Tunnel Expansion	Sub Completion	3,594,480
A36466	BNR Roadway Replacement	Sub Completion	329,926
A36467	Old Main Reroof-Center Section	Sub Completion	766,381
A36468	Hydraulics Lab Landscape FY17	Construction	93,033
A36469	Medium Voltage Upgrade FY17	Construction	1,222,100
A36734	Classroom Upgrades FY17	Construction	275,847
A36735	Concrete Replacement FY17	Sub Completion	380,194
A36736	Bike Racks/Site Furn FY17	Construction	45,662
A36737	Access Control FY17	Sub Completion	72,795
A36738	Health, LS, Code, Asbestos FY17	Construction	137,637
A36739	E Stadium Restroom Reroof	Sub Completion	50,866
A36740	FAV Photo Lab Safety Ventilation	Construction	367,000
A36741	Planning & Design FY17	Design/Study	70,457
A36742	Univ Inn to Widstoe Steamline-Construction	Construction	788,400
A37078	FAV 210/215 Remodel Phase II	Sub Completion	151,007
A37302	South Farm New Dairy Barn	Construction	1,212,935
A37631	Student Living Center Snack Shop	Design	213,530
A37673	Huntsman Library Huntsman Hall	Construction	203,833
A37740	Roosevelt Ed Ctr Atrium Remodel	Construction	618,663
A38008	Blue Square Parking Expansion	Construction	546,244
A38143	Student Organic Farm Facility	Design	146,666
A38144	Bus Bldg East Office Remodel	Construction	619,748
A38594	Lillywhite Interior Remodel	Design	1,026,000
A38598	Edith Bowen Playground	Design	386,820
A38666	Access Control FY18	Pending	382,750
A38777	IC Irrigation Trunk Line	Design	252,000
A38903	Education Suite 109 Remodel	Design	187,480
A38923	Animal Science Math Remodel	Construction	131,098
A38970	Aggie Village Detention System	Construction	354,463
A38975	OM Reroof South Wing (NEW PROJECT)	Construction	734,842
A38988	Univ Inn Slab & PTT Repair	Construction	176,988
A39004	HPER Admin/Nursing Remodel (NEW PROJECT)	Design	432,303

C11368	USUE Mechanical/Lighting upgrade	Sub Completion	877,397
C11461	USUE Infrastructure/Automation Upgrade	Construction	461,857
C11508	USUE Career Center Upgrades	Construction	1,006,139
C11614	USUE Blanding Campus Mechanical FY16	Design	45,662
C11615	USUE Geary Theatre Bldg Upgrades FY16	Construction	3,957,307
C11709	USUE Soccer Fields	Construction	609,851
C11714	USUE Site Lighting Phase 2	Construction	230,100
C11781	USUE Blanding Housing Fire Safety (NEW PROJECT)	Design	170,400
TOTAL (70)			<u><u>\$41,014,609</u></u>

23 June 2017

ITEM FOR ACTION

RE: Faculty and Staff Adjustments

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

EXECUTIVE SUMMARY

The faculty and staff adjustments include six (6) changes in title or assignment; and one (1) new appointment.

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The President and the Provost recommend that the Board of Trustees approve six (6) changes in title or assignment; and one (1) new appointment.

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

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

Faculty and Staff Adjustments

a. Change in Title or Assignment

Office of Research and Graduate Studies

Eric F. Jorgensen, Interim Executive Director, Environmental Health and Safety, Office of Research and Graduate Studies, to be Executive Director of the same; effective 10 May 2017; replacing Steven C. Bilbao. Change in salary to \$82,000/12-months.

Jon M. Huntsman School of Business

James H. Davis, Head and Professor, Department of Management, Jon M. Huntsman School of Business, to also be Dr. Vernon Maughan Buehler and MaRee C. Buehler Endowed Professor of the same; effective 01 July 2017. No change in salary.

College of Science

Joel L. Pederson, Interim Head and Professor, Department of Geology, College of Science, to be Head and Professor of the same; effective 01 July 2017. Change in salary to \$121,142/12-months.

University Extension

Margie P. Memmott, Interim Regional Director and Extension Associate Professor, Southern Region, University Extension, to be Regional Director and Extension Associate Professor of the same; effective 01 July 2017. Change in salary to \$95,000/12-months.

Justen O. Smith, Interim Regional Director and Extension Professor, Northern Region, University Extension, to be Regional Director and Extension Professor of the same; effective 01 July 2017. Change in salary to \$98,602/12-months.

Regional Campuses

Lianna H. Etchberger, Professor, Department of Biology, College of Science, Uintah Basin Regional Campus, to be Executive Director, Moab Center and Southwest Region and Professor; effective 01 July 2017; replacing Steven R. Hawks. Change in salary to \$126,000/12-months.

b. New Appointments

Division of Student Affairs

Arthur S. Young, Director of Financial Aid, Division of Student Affairs; effective 26 June 2017; replacing Patti P. Kohler. B.A. Brigham Young University, 1996. Salary to be \$90,000/12-months.

ITEM FOR ACTION

RE: Report of Investments for March 2017

The Report of Investments for March 2017 is submitted to the Board of Trustees for consideration. It has received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

This set of investment reports presents investment activity for March 2017 and comparative year-to-date totals for FY 2016-2017 and FY 2015-2016; investment portfolios at 31 March 2017; and Summary of Total Investment Returns for the quarter ended 31 March 2017 and year-to-date 01 July 2016 to 31 March 2017.

CASH MANAGEMENT INVESTMENT POOL

The average daily fair value invested during March 2017 was \$365,594,658, down \$4,900,586 from February 2017. Total investment income was \$220,260, down \$1,337,002 from February 2017, reflecting the decrease in the amount available for investing and a decrease in total investment return. The annualized total investment return was 0.72%, down 4.32% from February 2017.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$332,099,822, up \$6,730,252 (2.07%) over FY 2015-2016. Total interest income for FY 2016-2017 amounted to \$4,633,769, up \$453,227 (10.84%) over FY 2015-2016, reflecting an increase in the amount available for investing and an increase in interest rates.

The total amount invested at 31 March 2017 was \$351,895,272, up \$28,392,961 (8.78%) over 31 March 2016. Unrealized losses at 31 March 2017 were \$3,346,551.

ENDOWMENT POOL

The average daily fair value invested during March 2017 was \$166,953,637, up \$2,291,995 over February 2017. Interest and dividend income of \$298,862 minus net realized losses of \$9,616 totaled \$289,246 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$153,146,052, up \$13,953,354 (10.02%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$2,614,367, up \$473,045 (22.09%) over FY 2015-2016. This increase resulted from \$232,510 less in interest and dividends and \$705,555 more net realized gains during FY 2016-2017.

The total amount invested at 31 March 2017 was \$167,789,667, up \$21,304,894 (14.54%) over 31 March 2016. Unrealized gains at 31 March 2017 were \$28,089,066.

OTHER INVESTMENTS

The average daily fair value invested during March 2017 was \$102,159,594, up \$1,576,251 over February 2017. Interest and dividend income of \$473,964 plus net realized gains of \$171,153 totaled \$645,117 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$99,655,570, up \$12,381,706 (14.19%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$3,548,342, up \$1,473,567 (71.02%) over FY 2015-2016. This increase resulted from \$384,574 more in interest and dividend income and \$1,088,993 more in net realized gains during FY 2016-2017.

The total amount invested at 31 March 2017 was \$102,853,693, up \$8,214,584 (8.68%) over 31 March 2016. Unrealized gains at 31 March 2017 were \$13,597,306.

ENDOWMENT TRUSTS

The average daily fair value invested during March 2017 was \$6,023,329 down \$18,966 from February 2017. Interest and dividend income of \$11,740 plus net realized gains of \$17,793 totaled \$29,533 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$5,795,167, up \$90,109 (1.58%) over FY 2015-2016. Total realized income for FY 2016-2017 was \$336,972, up \$147,640 (77.98%) over FY 2015-2016. This increase resulted from \$18,653 more interest and dividend income and \$128,987 more net realized gains during FY 2016-2017.

The total amount invested at 31 March 2017 was \$5,917,815, up \$315,592 (5.63%) over 31 March 2016. Unrealized losses at 31 March 2017 were \$504,743.

PLANT FUND TRUSTS

The average daily fair value invested during March 2017 was \$44,303,221, up \$32,784 over February 2017. Interest income totaled \$51,038 in realized income for the month.

Year-to-date numbers show that the average daily fair value invested for FY 2016-2017 was \$55,535,941, down \$10,003,900 (15.26%) from FY 2015-2016. Total realized income for 2016-2017 was \$497,953, down \$33,556 (6.31%) from FY 2015-2016. This decrease reflects the decreased amount available for investing and an increase in the rate of return.

The total amount invested at 31 March 2017 was \$43,494,166, down \$29,057,770 (40.05%) from 31 March 2016. Unrealized gains at 31 March 2017 were \$82,086.

SUMMARY OF INVESTMENT TRANSACTIONS

The University's average daily fair value invested for the month of March was \$685,034,439. Purchases totaled \$29,387,332 and sales totaled \$37,345,553. From this activity the University realized net gains of \$179,330 and earnings of \$1,459,128.

SUMMARY OF TOTAL INVESTMENT RETURNS

The Endowment Pool composite benchmark is established based on the asset allocation of the Endowment Pool. At 31 March 2017 the Endowment Pool asset allocation was 8.48% cash, 26.57% fixed income, 64.95% equities. The benchmarks used include the Utah State Public Treasurers' Investment Fund, Barclay's Capital U.S. Aggregate Bond Index, and the S&P 500 Index. The composite benchmark for the Endowment Pool at 31 March 2017 was 9.86%.

The Endowment Pool trailing 12-month annualized rate of return was 11.84% at 31 March 2017. The Endowment Pool outperformed its benchmark by 198 bp year-to-date at 31 March 2017.

The Cash Management Investment Pool trailing 12-month annualized rate of return was 0.52% at 31 March 2017. The benchmark for the Cash Management Investment Pool is the Utah Public Treasurers' Investment Fund (PTIF). The PTIF fiscal year-to-date annualized rate of return was 1.10% at 31 March 2017. The Cash Management Investment Pool underperformed its benchmark by 58 bp year-to-date at 31 March 2017.

ENDOWMENT FUNDS

The fair value of invested endowment funds at 31 March 2017 was \$365.4, up \$7.9 (2.21%) over 31 December 2016. This increase includes the change in fair value and new gifts received through 31 March 2017.

Year-to-date, the endowment funds have increased \$29.5 million (8.78%) over 30 June 2016.

Endowment funds are currently invested 42.17% in the Endowment Pool, 28.07% in the Cash Management Investment Pool, 1.62% in the various Endowment Trusts and 28.14% in Other Investments.

RECOMMENDATION

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

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

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

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

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

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

WHEREAS, Vice President Cowley requests approval of the attached Report of Investments for the period 1 March 2017 to 31 March 2017 and comparative year-to-date totals for the periods 01 July 2016 to 31 March 2017 and 01 July 2015 to 31 March 2016; and

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

WHEREAS, The USU Board of Trustees has reviewed and given due consideration, review, and authorization of the investment transactions listed on the attached Report of Investments for the period 1 March 2017 to 31 March 2017 and comparative year-to-date totals for the periods 01 July 2016 to 31 March 2017 and 01 July 2015 to 31 March 2016 and the investment portfolios at 31 March 2017;

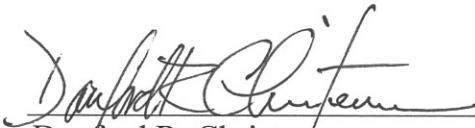
NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the attached Report of Investments as presented and ratifies the transactions listed on said Report of Investments for March 2017.

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

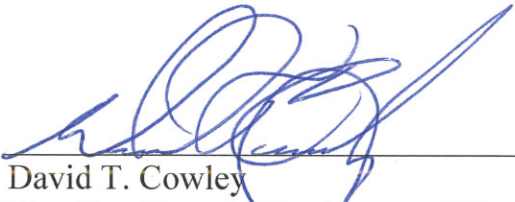
UTAH STATE UNIVERSITY
REPORT OF INVESTMENTS
MARCH 2017

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



Danford R. Christensen
Controller

6-7-17
Date



David T. Cowley
Vice President for Business and Finance

6/9/17
Date

UTAH STATE UNIVERSITY
CASH MANAGEMENT INVESTMENT POOL PORTFOLIO
31 March 2017

Schedule A-1-A
Page 1 of 3

Description	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Money Market						
Bank of Utah - Public Treasurer Acct	1.2000%			\$6,100,000	\$6,100,000	\$0
Cache Valley Bank	0.5000%			100,000	100,000	0
				<u>6,200,000</u>	<u>6,200,000</u>	<u>0</u>
Public Treasurers' Investment Fund						
Utah Public Treasurers' Investment Fund	1.2050%			12,100,000	12,100,000	0
				<u>12,100,000</u>	<u>12,100,000</u>	<u>0</u>
Commercial Paper and Corporate Notes						
Fixed Rate						
Samsung	1.7500%	01/21/16	04/10/17	5,000,000	5,000,190	190
Huntington National Bank	1.3750%	01/25/16	04/24/17	6,993,490	6,999,797	6,307
Credit Suisse	1.3750%	06/13/16	05/26/17	7,000,000	7,001,099	1,099
American Express	6.0000%	07/18/16	09/13/17	2,000,000	2,039,722	39,722
Bear Sterns (JP Morgan)	6.4000%	06/13/16	10/02/17	5,435,000	5,565,603	130,603
Bank of America	5.7500%	01/13/17	12/01/17	2,000,000	2,052,746	52,746
Wachovia Corp	5.7500%	01/13/17	02/01/18	6,000,000	6,188,550	188,550
HSBC	1.7000%	01/09/17	03/05/18	3,000,000	3,001,503	1,503
UBS	1.8000%	12/27/16	03/26/18	5,000,000	5,003,550	3,550
Floater Rate						
BMW US Capital	1.4040%	10/21/15	06/02/17	3,377,935	3,400,394	22,459
Standard Chartered	1.4460%	04/21/16	09/08/17	4,965,500	4,996,030	30,530
Morgan Stanley	3.6520%	09/30/14	09/30/17	2,184,000	2,193,983	9,983
Macquarie Bank	1.6620%	05/11/16	10/27/17	5,000,000	5,014,835	14,835
Canadian Imperial Bank	1.1870%	07/13/15	11/16/17	4,946,300	4,973,860	27,560
Morgan Stanley	1.7390%	01/26/15	01/05/18	5,000,000	5,016,840	16,840
TransCanada Pipelines	1.8080%	02/29/16	01/12/18	9,891,300	10,046,290	154,990
Credit Suisse	1.7290%	07/18/16	01/29/18	3,000,000	3,012,012	12,012
Citigroup	1.7270%	07/27/16	04/27/18	2,200,000	2,209,418	9,418
Goldman Sachs	2.2390%	06/26/15	04/30/18	5,000,000	5,044,250	44,250
StatOil	1.3290%	02/25/16	05/15/18	6,878,970	7,011,270	132,300
Conoco Phillips	1.3690%	03/10/16	05/15/18	5,266,193	5,512,123	245,930
American Express	1.6400%	02/08/16	05/22/18	4,976,080	5,018,965	42,885

UTAH STATE UNIVERSITY
CASH MANAGEMENT INVESTMENT POOL PORTFOLIO
31 March 2017

Schedule A-1-A
Page 2 of 3

Description	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Commercial Paper and Corporate Notes						
Floater Rate (continued)						
HSBC	2.0370%	07/01/16	09/24/18	\$5,000,000	\$5,028,860	\$28,860
BP Capital Markets PLC	1.7830%	02/26/16	09/26/18	9,764,950	10,064,390	299,440
Societe Generale	2.0780%	07/01/16	10/01/18	4,015,000	4,047,309	32,309
Goldman Sachs	2.1390%	12/15/15	11/15/18	5,000,000	5,052,950	52,950
Citigroup	1.9620%	07/27/16	12/07/18	3,000,000	3,023,010	23,010
Bank of America	2.0630%	08/18/16	01/15/19	3,777,000	3,822,777	45,777
Deutsche Bank	2.4750%	02/02/17	01/18/19	5,000,000	5,038,235	38,235
JP Morgan	1.6690%	01/28/16	01/28/19	4,970,000	5,031,505	61,505
Morgan Stanley	2.4090%	02/17/16	02/01/19	3,000,000	3,048,873	48,873
Santander (Abbey Natl)	2.6010%	04/18/16	03/14/19	5,000,000	5,084,960	84,960
Barclays Bank PLC	2.0390%	05/16/16	03/28/19	2,000,000	1,989,000	(11,000)
Bank of America	1.8680%	05/16/16	04/01/19	5,000,000	5,043,735	43,735
Wells Fargo & Company	1.5010%	05/06/16	04/22/19	3,976,055	4,013,116	37,061
Citigroup	2.0320%	09/21/16	06/07/19	2,000,000	2,018,536	18,536
Verizon	1.9180%	06/17/16	06/17/19	5,000,000	5,035,700	35,700
Ing Bank	1.6490%	08/22/16	08/15/19	5,000,000	5,001,505	1,505
Standard Chartered	2.1820%	10/17/16	08/19/19	5,000,000	5,035,645	35,645
				181,617,773	183,683,136	2,065,363
Obligations of U. S. Government						
Freddie Mac FHLMC	1.0000%	02/24/17	02/24/22	3,045,000	3,041,641	(3,359)
Federal Farm Credit FFCB	2.7400%	01/27/17	10/27/23	5,000,000	5,000,165	165
Federal Farm Credit FFCB	1.9300%	09/09/16	03/06/24	5,000,000	4,771,060	(228,940)
Federal Farm Credit FFCB	2.8000%	01/06/17	03/20/24	5,000,000	4,975,945	(24,055)
Fannie Mae FNMA	2.0000%	11/03/16	11/25/24	4,900,000	4,665,707	(234,293)
Federal Farm Credit FFCB	1.9200%	09/02/16	12/02/24	5,000,000	4,685,855	(314,145)
Fed Home Loan Bank FHLB	2.5400%	01/11/13	12/27/24	10,125,000	9,833,927	(291,073)
Federal Farm Credit FFCB	3.1500%	12/27/16	12/27/24	7,000,000	7,000,007	7
Fed Home Loan Bank FHLB	2.1000%	08/18/16	08/18/25	5,000,000	4,707,900	(292,100)
Federal Farm Credit FFCB	2.9800%	01/20/17	12/08/25	5,000,000	4,966,745	(33,255)
Fed Home Loan Bank FHLB	2.5000%	06/20/16	06/15/26	5,000,000	4,823,210	(176,790)
Federal Farm Credit FFCB	3.2300%	01/05/17	01/05/26	10,000,000	10,000,860	860
Fed Home Loan Bank FHLB	2.4400%	07/06/16	07/06/26	5,000,000	4,799,105	(200,895)

UTAH STATE UNIVERSITY
CASH MANAGEMENT INVESTMENT POOL PORTFOLIO
31 March 2017

Schedule A-1-A
Page 3 of 3

Description	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Obligations of U. S. Government (continued)						
Federal Farm Credit FFCB	2.2500%	07/27/16	07/27/26	\$5,000,000	\$4,738,090	(\$261,910)
Fannie Mae FNMA	2.1000%	08/29/16	08/24/26	10,000,000	9,276,930	(723,070)
Fed Farm Credit FFCB	2.0600%	09/01/16	09/01/26	10,000,000	9,393,920	(606,080)
Farmer Mac FAMCA	2.0500%	09/01/16	09/01/26	6,355,000	5,902,499	(452,501)
Fed Home Loan Bank FHLB	2.1250%	02/02/16	09/02/26	10,000,000	9,379,400	(620,600)
Fed Home Loan Bank FHLB	2.1700%	09/22/16	09/22/26	5,000,000	4,707,315	(292,685)
Federal Farm Credit FFCB	2.1400%	10/28/16	10/05/26	7,458,750	7,006,830	(451,920)
Farmer Mac FAMCA	2.3000%	11/10/16	11/01/26	5,000,000	4,682,470	(317,530)
Fed Home Loan Bank FHLB	2.7000%	11/30/16	11/30/26	5,000,000	4,919,560	(80,440)
Federal Farm Credit FFCB	3.4900%	12/22/16	12/22/26	5,000,000	5,000,000	0
				143,883,750	138,279,141	(5,604,609)
Municipal Bonds						
Utah State Building Owners	1.5000%	05/05/14	05/15/19	965,300	980,548	15,248
Salt Lake City Municipal	2.0700%	03/30/15	10/01/19	1,000,000	1,009,680	9,680
Utah County UT Bonds	4.9200%	01/17/14	12/01/19	1,000,000	1,081,030	81,030
Salt Lake County	1.8100%	03/01/17	02/01/20	1,025,000	1,022,970	(2,030)
Utah County UT Bonds	5.1700%	01/17/14	12/01/20	1,000,000	1,085,230	85,230
Salt Lake County	2.0100%	03/01/17	02/01/21	2,075,000	2,065,725	(9,275)
Salt Lake County	2.3500%	03/01/17	02/01/22	1,600,000	1,599,312	(688)
Salt Lake County	2.5000%	03/01/17	02/01/23	2,175,000	2,182,830	7,830
Salt Lake County	2.7800%	03/01/17	02/01/24	600,000	605,670	5,670
				11,440,300	11,632,995	192,695
Total Cash Management Investment Pool				\$355,241,823	\$351,895,272	(\$3,346,551)

UTAH STATE UNIVERSITY
 CASH MANAGEMENT INVESTMENT POOL
 SUMMARY OF INVESTMENT TRANSACTIONS AND PERFORMANCE
 For the Month of March 2017

Schedule A-2

	Purchases	Sales		Earnings	Change in Fair Value	Total Investment Income	Average Daily Fair Value	Annualized Total Investment Return
		Cost	Receipts					
Money Market Account				\$6,241		\$6,241	\$6,200,000	1.21%
Utah Public Treasurers' Investment Fund		\$7,000,000	\$7,000,000	19,119		19,119	18,422,581	1.25%
Corporate Bonds and Floaters		9,993,100	9,993,100	284,063	(\$99,688)	184,375	185,648,027	1.19%
Obligations of U. S. Government				293,009	(301,933)	(8,924)	143,883,750	-0.07%
Municipal Bonds	<u>\$7,475,000</u>			21,092	(1,643)	19,449	11,440,300	2.04%
Total	<u>\$7,475,000</u>	<u>\$16,993,100</u>	<u>\$16,993,100</u>	<u>\$623,524</u>	<u>(\$403,264)</u>	<u>\$220,260</u>	<u>\$365,594,658</u>	0.72%

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

Schedule A-3

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
<u>Cash Management Investment Pool</u>							
Money Market Account						\$6,241	
Utah Public Treasurers' Investment Fund				\$7,000,000	\$7,000,000	\$0	19,119
Corporate Bonds and Floaters				9,993,100	9,993,100	0	284,063
Obligations of U. S. Government							293,009
Municipal Bonds		\$7,475,000					21,092
Total Cash Management Investment Pool		<u>\$7,475,000</u>		<u>\$16,993,100</u>	<u>\$16,993,100</u>	<u>\$0</u>	<u>\$623,524</u>

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

Schedule B-1

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

Comparative Totals:

Year-to-date

FY 2016-17	\$128,305,123	\$49,006,778	\$38,256,822	\$28,734,588	\$167,789,667	\$153,146,052	\$1,968,844	\$645,523	\$2,614,367	\$55,883	\$2,558,484
FY 2015-16	140,117,856	21,132,160	12,322,087	(2,443,156)	146,484,773	139,192,698	2,201,354	(60,032)	2,141,322	46,328	2,094,994
Amt Change					21,304,894	13,953,354	(232,510)	705,555	473,045	9,555	463,490
% Change					14.54%	10.02%	-10.56%	1175.30%	22.09%	20.62%	22.12%

Note: The Endowment Pool includes endowment funds designated for long-term investment. Included in this pool are endowment funds invested in the University's Cash Management Investment Pool (CMIP) consisting of \$13,688,016 principal beginning balance, a \$13,711,173 ending balance, and a \$13,699,603 average daily balance for the current month. Current month interest and dividends from the CMIP were \$23,157 bringing the total to \$131,654 year-to-date. These amounts have also been reported in Schedules A-1 and A-2.

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

UTAH STATE UNIVERSITY
 ENDOWMENT POOL
 INVESTMENT PERFORMANCE

Schedule B-1-A

	Total Number of Units	Fair Value Per Unit			Net Earnings	Earnings Per Unit
		Beginning of Month	End of Month	Percent Change		
July 2016	541,655.52	\$266.3846	\$272.7476	2.39%	\$88,573	\$0.1635
August 2016	541,655.52	272.7476	273.9958	0.46%	142,874	0.2638
September 2016	541,655.52	273.9958	275.7786	0.65%	368,352	0.6800
October 2016	548,716.61	275.7786	273.8824	-0.69%	145,891	0.2659
November 2016	548,716.61	273.8824	275.5507	0.61%	130,993	0.2387
December 2016	548,716.61	275.5507	280.5404	1.81%	487,069	0.8877
January 2017	573,242.29	280.5404	284.7063	1.48%	186,742	0.3258
February 2017	573,242.29	284.7063	289.7860	1.78%	119,488	0.2084
March 2017	573,242.29	289.7860	292.7029	1.01%	298,862	0.5214
April 2017						
May 2017						
June 2017						

UTAH STATE UNIVERSITY
 ENDOWMENT POOL PORTFOLIO
 March 31, 2017

Schedule B-1-B
 Page 1 of 3

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Cash Management Investment Pool						\$13,711,173	\$13,711,173	\$0
Total Cash Management Investment Pool						<u>13,711,173</u>	<u>13,711,173</u>	<u>0</u>
Equity funds								
Dimensional (DFA)		193,770.824				5,358,716	5,299,632	(59,084)
RhumbLine QSI Index		712,494.432				8,649,427	13,964,024	5,314,597
SIT Dividend Growth						10,000,000	14,923,225	4,923,225
Vanguard Russell 3000		62,189.486				8,828,611	13,058,548	4,229,937
Vanguard FTSE All-World ex-US Index Fund		151,387.542				14,043,209	14,239,512	196,303
UTS SPDR Trust Ser 1 (SPY)		46,989.000				3,983,736	11,077,187	7,093,451
Total Equities						<u>50,863,699</u>	<u>72,562,128</u>	<u>21,698,429</u>
Fixed Income funds								
Longfellow						13,169,345	13,064,450	(104,895)
High Yield Bond Fund		739,731.007				7,903,928	7,762,725	(141,203)
Oaktree Senior Loan Fund, L.P.						11,249,431	12,277,237	1,027,806
Paydenfunds - Emerging Markets Bond Fund		235,131.020				3,200,768	3,242,457	41,689
Stone Harbor Emerging Market		311,897.122				3,299,859	3,271,801	(28,058)
Vanguard ST Inflation Protected Securities Index		200,052.379				4,963,982	4,965,300	1,318
Total Fixed Income Funds						<u>43,787,313</u>	<u>44,583,970</u>	<u>796,657</u>
Alternatives								
Aether Investment Partners, LLC								
Aether Real Assets IV, LP						240,702	230,727	(9,975)
Commonfund								
CEP VII						187,995	780,314	592,319
CEP VIII						645,882	968,894	323,012
CNR VIII						891,384	1,031,609	140,225
CNR IX						975,000	1,117,043	142,043
CVP X						779,440	1,136,103	356,663
Constitution Capital								
Ironsides Co-Investment Fund III						886,129	1,217,663	331,534

UTAH STATE UNIVERSITY
 ENDOWMENT POOL PORTFOLIO
 March 31, 2017

Schedule B-1-B
 Page 2 of 3

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Alternatives								
Constitution Capital								
Ironsides Partnership Fund III						\$226,848	\$262,713	\$35,865
Global Infrastructure Partners								
Global Infrastructure Partners III-A/B, L.P.						519,202	431,784	(87,418)
GoldenTree								
GoldenTree Multi Sector Cayman, LTD		2,823.848				3,000,000	3,135,674	135,674
Goldman Sachs								
Vintage Fund VI						957,002	1,201,416	244,414
International Fund Services								
AQR International Equity Fund II, L.P.						8,000,000	8,629,346	629,346
Morgan Stanley								
JP Morgan Prime Property Fund		319.301				4,522,545	5,593,138	1,070,593
Pinehurst Institutional Ltd.								
Corbin		2,570.327				4,000,000	4,267,527	267,527
Solamere Capital								
Solamere Founders Fund I, LP						902,875	1,604,121	701,246
Solamere Founders Fund II, LP						1,165,287	1,310,405	145,118
Woodbury								
Woodbury Strategic Partners Fund, L.P.						1,253,273	1,774,960	521,687
Woodbury Capital II, LP						1,110,981	1,222,313	111,332
WSP Centre Point Co-Investors, LLC						119,938	62,713	(57,225)
WSP Wilmington, Phase I						90,683	90,683	0
WSP Wilmington, Phase II						334,414	334,414	0
Total Alternatives						<u>30,809,580</u>	<u>36,403,560</u>	<u>5,593,980</u>
Money Market Funds								
Money Market - 05374002						2	2	0
Goldman Sachs Bank Deposit						144,224	144,224	0
Total Money Market						<u>144,226</u>	<u>144,226</u>	<u>0</u>

UTAH STATE UNIVERSITY
 ENDOWMENT POOL PORTFOLIO
 March 31, 2017

Schedule B-1-B
 Page 3 of 3

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Accrued Income / Other								
05374002								
Cash						\$92,251	\$92,251	\$0
Rhumblin						2,208	2,208	0
Solamere Founders Fund I, LP						38,543	38,543	0
Wells Fargo - UTS SPDR Trust Ser 1 (SPY)						48,545	48,545	0
Wells Fargo - High Yield						37,425	37,425	0
05374004								
Cash						105,488	105,488	0
Interest Accrual						60,150	60,150	0
Total Accruals						<u>384,610</u>	<u>384,610</u>	<u>0</u>
Total Endowment Pool						<u>\$139,700,601</u>	<u>\$167,789,667</u>	<u>\$28,089,066</u>

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

Schedule B-2
Page 1 of 1

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
Endowment Pool Transactions							
Cash Management Investment Pool							
Utah State University						\$23,157	
CMIP Interest		\$23,157					
Equity funds							
RhumbLine QSI Index			112.660	\$2,208	\$2,208	\$0	
Vanguard Russell 3000	226.113	46,968				46,968	
Vanguard FTSE All-World ex-US Index Fund	492.731	46,174				46,174	
UTS SPDR Trust Ser 1 (SPY)						48,545	
Fixed Income funds							
Longfellow		508,213		284,253	274,637	(9,616)	
Wells Fargo							
High Yield Bond Fund	3,559.129	37,581				37,425	
Paydenfunds - Emerging Markets Bond Fund	1,078.808	14,909				14,909	
Alternatives							
Commonfund							
CEP VII		7,500		24,090	24,090	0	
CNR IX		33,750					
CVP X		20,000		4,970	4,970	0	
Goldman Sachs							
Vintage Fund VI				55,046	55,046	0	
Morgan Stanley							
JP Morgan Prime Property Fund	3.087	54,073				54,073	
Solamere Capital							
Solamere Founders Fund I, LP		7,765		46,308	46,308	0	
Solamere Founders Fund II, LP		97,500		72,543	72,543	0	
Money Market Funds							
Goldman Sachs Bank Deposit		55,100				54	
Accrued Income / Other							
05374002							
Cash		343,849		400,996	400,996	0	
Rhumblin		2,208					
Solamere Founders Fund I, LP		38,543					
Wells Fargo - UTS SPDR Trust Ser 1 (SPY)		48,545					
Wells Fargo - High Yield		37,425		37,581	37,581	0	
05374004							
Cash		305,416		511,739	511,739	0	
Receivable - Interest Accrual		31,083		30,779	30,779	0	
Total Endowment Pool Transactions		\$1,759,759		\$1,470,513	\$1,460,897	(\$9,616)	\$298,862

UTAH STATE UNIVERSITY
OTHER INVESTMENTS PORTFOLIO
31 March 2017

Schedule C-1-A
Page 1 of 4

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Corporate Bonds and Notes								
U.S. Treasury Bond	\$100,000		8.000%	11/15/91	11/15/21	\$125,313	\$126,941	\$1,628
						<u>125,313</u>	<u>126,941</u>	<u>1,628</u>
Utah Public Treasurers' Investment Fund			1.205%			850,864	850,864	0
						<u>850,864</u>	<u>850,864</u>	<u>0</u>
Fixed Income								
Wells Fargo								
Beaver County Utah School District		50,000.000				5,000,000	5,557,250	557,250
Chicago Ill Genl Obligation Bonds		10,000.000				1,060,567	1,019,680	(40,887)
Chicago Ill Genl Obligation Bonds		7,250.000				715,908	537,617	(178,291)
Chicago Ill Genl Obligation Bonds		10,000.000				1,030,170	747,630	(282,540)
Fresno California Water Sys Rev BAB		10,000.000				1,027,500	1,257,340	229,840
Southern Ill Univ Revs Build America Bonds		16,450.000				1,772,471	1,733,995	(38,476)
Assured Guarany Muni		10,000.000				936,000	889,120	(46,880)
AXA SA		10,000.000				1,019,450	1,088,120	68,670
Dairy Farmers of America		5,000.000				557,465	550,000	(7,465)
Farmers Exchange Capital		9,500.000				1,138,394	1,113,438	(24,956)
Mutual of Omaha Insurance Co		10,000.000				1,253,880	1,247,470	(6,410)
Ohio National Life Insurance		10,000.000				1,269,440	1,230,650	(38,790)
Penn Mutual Life Insurance Co		13,650.000				1,823,790	1,779,591	(44,199)
Security Benefit Life		20,350.000				2,249,591	2,479,464	229,873
USF&G Capital I		10,000.000				1,328,720	1,288,810	(39,910)
Bank of America		5,000.000				575,000	521,250	(53,750)
Goldman Sachs Group Inc Med Term Note		7,470.000				858,482	811,511	(46,971)
MetLife Inc		5,000.000				540,625	548,750	8,125
Nationwide Financial Ser		10,000.000				1,040,000	1,040,000	0
Regions Financial Corp		10,000.000				1,256,490	1,243,020	(13,470)
Republic New York Corp		5,000.000				706,325	668,365	(37,960)
Wachovia		10,000.000				1,000,000	1,000,600	600
Zions Bancorp		10,000.000				1,000,000	977,500	(22,500)
Zions Bancorp		10,000.000				1,000,000	1,078,750	78,750

UTAH STATE UNIVERSITY
OTHER INVESTMENTS PORTFOLIO
31 March 2017

Schedule C-1-A
Page 2 of 4

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Wells Fargo (continued)								
Burlington North Santa Fe		5,000.000				\$690,670	\$702,015	\$11,345
Catholic Health Initiative		10,000.000				905,670	852,570	(53,100)
ConocoPhillips		10,000.000				1,061,960	1,273,640	211,680
Cummins Inc		10,000.000				1,065,050	1,060,680	(4,370)
Diamond Offshore Drill		9,570.000				920,385	779,955	(140,430)
Dignity Health		20,000.000				2,059,480	1,960,220	(99,260)
General Electric		11,840.000				1,055,181	1,162,747	107,566
Halliburton Company		10,000.000				1,264,270	1,258,410	(5,860)
Metlife Inc		4,730.000				685,613	653,331	(32,282)
Monsanto Co		12,500.000				994,563	1,169,450	174,887
Prudential Financial		10,000.000				972,100	1,071,500	99,400
BHP Billiton Fin USA Ltd		10,000.000				1,029,625	1,131,000	101,375
Electricite De France		10,000.000				1,001,400	985,000	(16,400)
Rio Tinto Fin USA LTD		11,000.000				978,978	1,259,126	280,148
Standard Chartered PLC		5,000.000				510,415	515,565	5,150
Trans-Canada Pipelines		10,000.000				1,006,200	1,227,350	221,150
Xlit LTD		10,000.000				1,024,750	999,330	(25,420)
Equity Commonwealth Preferred		42,000.000				950,250	1,057,140	106,890
Public Storage		20,000.000				500,000	501,600	1,600
Allstate Corp		24,400.000				613,660	654,896	41,236
American Financial Group		60,000.000				1,500,000	1,572,600	72,600
Berkley (WR) Corporation		40,000.000				935,000	998,000	63,000
Capital One Financial		20,000.000				500,000	522,200	22,200
Charles Schwab		20,000.000				500,000	533,600	33,600
Citigroup Inc 5.800%		20,000.000				500,000	518,000	18,000
Cobank ACB 6.125%		13,000.000				1,235,000	1,284,969	49,969
Cobank ACB 6.250%		10,000.000				1,101,290	1,047,500	(53,790)
Hancock Holding Co		61,000.000				1,518,375	1,539,640	21,265
JP Morgan Chase & Co 6.125		60,120.000				1,499,994	1,594,382	94,388
JP Morgan Chase & Co 6.100		20,000.000				494,000	529,800	35,800
Qwest Corp 6.875%		100,000.000				2,494,400	2,537,000	42,600
Southern Co 6.25%		40,000.000				1,000,000	1,056,000	56,000

UTAH STATE UNIVERSITY
OTHER INVESTMENTS PORTFOLIO
31 March 2017

Schedule C-1-A
Page 3 of 4

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Wells Fargo (continued)								
State Street Corp		80,000.000				\$2,000,000	\$2,099,200	\$99,200
Texas Capital Bancshares		40,000.000				990,000	1,020,400	30,400
Torchmark Corp 6.125		40,000.000				1,014,000	1,036,000	22,000
Wells Fargo & Co		20,000.000				483,000	532,000	49,000
Wells Fargo & Co		20,000.000				500,000	523,000	23,000
Western Alliance Bancorp 6.25% PFD		80,000.000				2,000,000	2,012,000	12,000
						<u>69,715,547</u>	<u>71,641,737</u>	<u>1,926,190</u>
Mutual Funds								
American Funds CI A								
American Balanced Fund - Class A		752.827				13,193	19,393	6,200
AMCAP Fund-F1		2,472.220				67,043	70,730	3,687
The Growth Fund of America - Class A		269.885				9,191	12,266	3,075
The Growth Fund of America - Class A		15,576.507				530,415	707,952	177,537
The New Economy Fund-Fund1		1,861.233				70,868	74,133	3,265
New World Fund-F1		1,043.820				52,003	58,986	6,983
Washington Mutual Investors Fund-F1		1,609.211				64,883	68,214	3,331
Commonfund								
CEU Title III								
Multi-Strategy Bond		354,442.724				4,436,407	5,200,541	764,134
Multi-Strategy Equity		44,271.851				4,158,625	14,606,532	10,447,907
Putnam Funds Class A								
Putnam High Yield Cl-A		3,220.560				24,151	24,863	712
Vanguard								
500 Index Fund Admiral Shares		135.390				15,827	29,523	13,696
Total Bond Market Index Fund Admiral Shares		1,623.240				17,695	17,336	(359)
500 Index Fund Admiral Shares		137.663				15,953	30,019	14,066
Total Bond Market Index Fund Admiral Shares		2,151.826				23,457	22,982	(475)
						<u>9,499,711</u>	<u>20,943,470</u>	<u>11,443,759</u>

UTAH STATE UNIVERSITY
OTHER INVESTMENTS PORTFOLIO
31 March 2017

Schedule C-1-A
Page 4 of 4

Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Alternatives								
Dakota Pacific Real Estate Group								
Dakota Pacific Real Estate						\$132,506	\$114,903	(\$17,603)
InvenTrust Properties								
Highlands REIT, Inc		18,843.839				6,784	6,784	0
InvenTrust Properties Corp		18,843.839				125,462	59,170	(66,292)
Morgan Stanley Smith Barney								
MS Opp Mortgage Inc Fund						2,000,000	2,019,550	19,550
vSpring								
Kickstart Seed Fund 1, L.P.						154,297	228,116	73,819
Woodbury								
Woodbury Strategic Partners Fund						473,486	591,654	118,168
Woodbury Capital II, LP						1,112,439	1,222,313	109,874
WSP Wilmington, Phase I						31,739	31,739	0
WSP Wilmington, Phase II						465,000	465,000	0
Xenia Hotels & Resorts								
Xenia		2355.000				51,987	40,200	(11,787)
						<u>4,553,700</u>	<u>4,779,429</u>	<u>225,729</u>
Money Market / Cash								
Edward Jones						1	1	0
Morgan Stanley Bank N.A.						237,067	237,067	0
Morgan Stanley						8	8	0
SEI - Prime Obligation Fund						75	75	0
Wells Fargo - Cash						220,587	220,587	0
						<u>457,738</u>	<u>457,738</u>	<u>0</u>
Receivable / In Transit / Unsettled Purchases								
Commonfund						69,670	69,670	0
Wells Fargo - Unsettled Purchases						3,058,750	3,058,750	0
Wells Fargo - Receivable						922,088	922,088	0
U.S. Treasury Bond						3,006	3,006	0
						<u>4,053,514</u>	<u>4,053,514</u>	<u>0</u>
Total Other Investments						<u>\$89,256,387</u>	<u>\$102,853,693</u>	<u>\$13,597,306</u>

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

Schedule C-2
Page 1 of 2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
Other Investments						
Corporate Bonds and Notes						
U.S. Treasury Bond						\$685
Common and Preferred Stock						
Morgan Stanley						
Fidelity Balanced Fund			135.000	\$3,133	\$3,127	(\$6)
Utah Public Treasurers'						
Investment Fund		\$882				882
Fixed Income						
Dairy Farmers of America	5,000.000	557,465				
Bed Bath & Beyond Inc			5,000.000	443,170	440,000	(3,170)
Burlington North Santa Fe	5,000.000	690,670				
Cummins Inc	10,000.000	1,065,050				
Oneok, Inc			5,000.000	467,784	508,750	40,966
Barclays Bank			20,000.000	1,980,000	2,110,000	130,000
Wells Fargo - Earnings						401,534
Mutual Funds						
American Funds CI A						
American Balanced Fund - Class A						75
Washington Mutual Investors Fund-F1	6.909	296				296
Commonfund						
CEU Title III						
Multi-Strategy Bond			89.657	1,015	1,316	301
Multi-Strategy Equity			11.397	698	3,760	3,062
Putnam Funds Class A						
Putnam High Yield CI-A	38.621	297				297
Vanguard						
500 Index Fund Admiral Shares	0.626	135				135
Total Bond Market Index Fund Admiral Shares	10.066	107				108
500 Index Fund Admiral Shares	0.637	138				138
Total Bond Market Index Fund Admiral Shares	13.343	142				143
Alternatives						
Dakota Pacific Real Estate Group						
Dakota Pacific Real Estate		3,820				
Money Market / Cash						
Morgan Stanley Bank N.A.		2				1
Wells Fargo - Cash		1,150,213		2,333,410	2,333,410	0
Receivable / In Transit / Unsettled Purchases						
Commonfund - Receivable		69,670				
Wells Fargo - Unsettled Purchases		3,058,750				

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

Schedule C-2
Page 2 of 2

	Purchases		Sales			Earnings
	Shares	Cost	Shares	Cost	Receipts	
Receivable / In Transit / Unsettled Purchases (continued)						
Wells Fargo - Receivable		\$401,534		\$253,891	\$253,891	\$0
U.S. Treasury Bond		685				
Total Other Investments		<u>\$6,999,856</u>		<u>\$5,483,101</u>	<u>\$5,654,254</u>	<u>\$171,153</u>
						<u>\$473,964</u>

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

Schedule D-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest and Dividends	Realized Gain or (Loss)	Total Realized Income (Loss)	Less Expenses	Net Realized Income/(Loss)
Jul 2016	\$5,606,497	\$258,238	\$236,893	\$87,233	\$5,715,075	\$5,660,786	\$21,997	\$25,295	\$47,292	\$652	\$46,640
Aug 2016	5,715,075	24,886	7,765	(33,260)	5,698,936	5,707,006	24,873	0	24,873	76	24,797
Sep 2016	5,698,936	330,429	311,391	(46,469)	5,671,505	5,685,221	19,064	(1)	19,063	25	19,038
Oct 2016	5,671,505	335,842	317,742	(133,356)	5,556,249	5,613,877	18,752	72,316	91,068	652	90,416
Nov 2016	5,556,249	20,457	1	135,481	5,712,186	5,634,218	20,441	1	20,442	(15)	20,457
Dec 2016	5,712,186	819,536	794,591	218,679	5,955,810	5,833,998	24,971	19,076	44,047	25	44,022
Jan 2017	5,955,810	460,318	443,551	(16,831)	5,955,746	5,955,778	17,420	9,671	27,091	652	26,439
Feb 2017	5,955,746	261,104	227,864	139,857	6,128,843	6,042,295	33,294	269	33,563	55	33,508
Mar 2017	6,128,843	261,113	449,397	(22,744)	5,917,815	6,023,329	11,740	17,793	29,533	25	29,508
Apr 2017											
May 2017											
Jun 2017											

Comparative Totals:

Year-to-date											
FY 2016-17	\$5,606,497	\$2,771,923	\$2,789,195	\$328,590	\$5,917,815	\$5,795,167	\$192,552	\$144,420	\$336,972	\$2,147	\$334,825
FY 2015-16	6,163,191	1,664,688	1,624,521	(601,135)	5,602,223	5,705,058	173,899	15,433	189,332	2,142	187,190
Amt Change					315,592	90,109	18,653	128,987	147,640	5	147,635
% Change					5.63%	1.58%	10.73%	835.79%	77.98%	0.23%	78.87%

Note: Endowment Trusts include externally managed endowment trusts.

UTAH STATE UNIVERSITY
 ENDOWMENT TRUSTS PORTFOLIO
 31 March 2017

Schedule D-1-A
 Page 1 of 3

Description	Number of Shares	Cost	Fair Value	Unrealized Gain/(Loss)
Common and Preferred Stock				
Abbvie Inc Com	1,300.000	\$73,930	\$84,708	\$10,778
Altria Group Inc.	1,000.000	16,108	71,420	55,312
Apple Inc	4,050.000	336,848	581,823	244,975
AT & T Inc	2,600.000	85,707	108,030	22,323
BCE Inc (NEW)	2,450.000	107,108	108,461	1,353
Blackstone Group LP	12,800.000	544,799	380,160	(164,639)
BP Plc. Ads	8,000.000	402,692	276,160	(126,532)
CenturyLink Inc.	6,800.000	248,010	160,276	(87,734)
Chevron Corp	3,100.000	318,906	332,847	13,941
Enterprise Prod Partners	2,800.000	78,049	77,308	(741)
General Electric	17,900.000	178,339	533,420	355,081
Glaxosmithkline PLC ADS	8,400.000	392,297	354,144	(38,153)
iShares S&P US Pft Stock	10,200.000	396,267	394,740	(1,527)
Johnson & Johnson	425.000	50,909	52,934	2,025
JP Morgan Chase & Co	3,500.000	163,987	307,440	143,453
Merck & Co Inc. New Com	3,600.000	165,524	228,744	63,220
PBF Energy Inc	8,800.000	206,400	195,096	(11,304)
Pfizer Inc	6,500.000	218,256	222,365	4,109
PJT Partners Inc Com Class A	320.000	1,219	11,229	10,010
Prospect Capital Corp	19,500.000	203,690	176,280	(27,410)
Royal Dutch Shell Plc	4,500.000	246,410	237,285	(9,125)
SeaDrill Ltd.	12,500.000	404,045	20,625	(383,420)
SeaDrill Partners LLC	16,500.000	468,619	59,400	(409,219)
Teva Pharmaceuticals ADR	2,200.000	119,682	70,598	(49,084)
Vaneck Vectors Preferred Sec	13,700.000	282,311	274,959	(7,352)
Verizon Communications	2,500.000	124,860	121,875	(2,985)
Vodafone Group PLC	4,527.000	239,344	119,649	(119,695)
Acadian Emerging Markets Portfolio Class I #1960	42.540	803	800	(3)
Causeway Intl Value Fund I	162.010	2,614	2,422	(192)
Delaware US Growth Fd	59.182	1,290	1,438	148
Goldman Sacs Small Cap Value Fund	9.542	475	582	107

UTAH STATE UNIVERSITY
 ENDOWMENT TRUSTS PORTFOLIO
 31 March 2017

Schedule D-1-A
 Page 2 of 3

Description	Number of Shares	Cost	Fair Value	Unrealized Gain/(Loss)
Common and Preferred Stock (continued)				
Harbor International Fund Class	39.142	\$2,453	\$2,485	\$32
Invesco Small Cap Growth Fund	16.532	589	639	50
JP Morgan Small Cap Equity Fund	22.050	954	1,194	240
Lazard Intl Equity Port - Instl #632	138.565	2,441	2,368	(73)
MFS Value Fund	74.116	2,122	2,804	682
Northern Mid Cap Index Fund	259.689	3,820	4,828	1,008
Oppenheimer Developing Market	26.653	893	946	53
T Rowe Price Equity Income	85.354	2,503	2,766	263
T Rowe Price Institutional Large CP Growth	86.324	1,744	2,794	1,050
500 Index Fund Admiral Shares	33.433	4,830	7,290	2,460
Wells Fargo Advantage Growth Fund	31.962	1,417	1,380	(37)
Acadian Emerging Markets Portfolio Class I #1960	42.533	802	800	(2)
Causeway Intl Value Fund I	161.988	2,613	2,422	(191)
Delaware US Growth Fd	59.173	1,290	1,437	147
Goldman Sacs Small Cap Value Fund	9.540	475	582	107
Harbor International Fund Class	39.135	2,453	2,485	32
Invesco Small Cap Growth Fund	16.529	589	639	50
JP Morgan Small Cap Equity Fund	22.046	954	1,194	240
Lazard Intl Equity Port - Instl #632	138.543	2,440	2,368	(72)
MFS Value Fund	74.105	2,121	2,803	682
Northern Mid Cap Index Fund	259.642	3,819	4,827	1,008
Oppenheimer Developing Market	26.647	893	946	53
T Rowe Price Equity Income	85.340	2,503	2,766	263
T Rowe Price Institutional Large CP Growth	86.310	1,743	2,794	1,051
500 Index Fund Admiral Shares	33.427	4,829	7,289	2,460
Wells Fargo Advantage Growth Fund	31.957	1,417	1,380	(37)
		6,132,205	5,631,444	(500,761)
Options				
Altria Group Inc (expires 6/16/2017)		(938)	(600)	338
Apple Inc (expires 6/16/2017)		(5,617)	(9,680)	(4,063)
Johnson & Johnson (expires 1/19/2018)		(1,967)	(1,300)	667

UTAH STATE UNIVERSITY
 ENDOWMENT TRUSTS PORTFOLIO
 31 March 2017

Schedule D-1-A
 Page 3 of 3

Description	Number of Shares	Cost	Fair Value	Unrealized Gain/(Loss)
Options				
JP Morgan & Chase (expires 5/19/2017)		(\$4,608)	(\$980)	\$3,628
Merck & Co Inc. New Com (expires 6/16/2017)		(2,729)	(648)	2,081
		<u>(15,859)</u>	<u>(13,208)</u>	<u>2,651</u>
Mutual Funds				
Dodge & Cox Income Fund Com #147	2,448.848	33,967	33,402	(565)
Federated Total Return Bond Fund	3,099.022	35,045	33,562	(1,483)
Metropolitan West Total Return Bond Fund	3,165.875	34,528	33,463	(1,065)
Wells Fargo Advantage Core Bond Fund	2,628.625	33,693	33,489	(204)
Dodge & Cox Income Fund Com #147	2,448.455	33,962	33,397	(565)
Federated Total Return Bond Fund	3,098.519	35,039	33,557	(1,482)
Metropolitan West Total Return Bond Fund	3,165.364	34,522	33,458	(1,064)
Wells Fargo Advantage Core Bond Fund	2,628.202	33,688	33,483	(205)
		<u>274,444</u>	<u>267,811</u>	<u>(6,633)</u>
Money Market & Cash Funds				
Morgan Stanley Bank N.A.		17,381	17,381	0
Morgan Stanley - Cash		4,760	4,760	0
Wells Fargo #451		4,814	4,814	0
Wells Fargo #451		4,813	4,813	0
		<u>31,768</u>	<u>31,768</u>	<u>0</u>
Total Endowment Trusts		<u>\$6,422,558</u>	<u>\$5,917,815</u>	<u>(\$504,743)</u>

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

Schedule D-2
Page 1 of 1

	Purchases		Sales			Earnings	
	Shares	Cost	Shares	Cost	Receipts		Gain/(Loss)
Endowment Trusts							
Common and Preferred Stock							
Amgen Inc			700.000	\$106,695	\$125,853	\$19,158	
Verizon Communications	2,500.000	\$124,860					
Invesco Small Cap Growth Fund			1.637	64	63	(1)	
MFS Value Fund	0.282	11					
T Rowe Price Equity Income	0.289	9					
500 Index Fund Admiral Shares	0.155	33					
Wells Fargo Advantage Growth Fund			3.079	139	133	(6)	
Invesco Small Cap Growth Fund			1.634	64	63	(1)	
MFS Value Fund	0.282	11					
T Rowe Price Equity Income	0.289	9					
500 Index Fund Admiral Shares	0.155	33					
Wells Fargo Advantage Growth Fund			3.079	139	133	(6)	
Funds held at Morgan Stanley - Dividends						\$10,754	
Funds held at Wells Fargo - Dividends						113	
Options							
Altria Group Inc (expires 6/16/2017)	(10.000)	(938)					
Apple Inc (expires 6/16/2017)	(40.000)	(5,617)					
Johnson & Johnson (expires 6/16/2017)	(4.000)	(422)	(4.000)	(422)	(3,541)	(3,119)	
Johnson & Johnson (expires 1/19/2018)	(4.000)	(1,967)					
JP Morgan & Chase (purchased 12/14/2016)	(35.000)	(3,515)	(35.000)	(3,515)	(1,801)	1,714	
JP Morgan & Chase (expires 5/19/2017)	(35.000)	(4,608)					
Merck & Co Inc. New Com (expires 6/16/2017)	(36.000)	(2,729)					
Mutual Funds							
Dodge & Cox Income Fund Com #147	19.782	269	0.000	0	27	27	
Federated Total Return Bond Fund	26.134	282					
Metropolitan West Total Return Bond Fund	4.972	53					
Wells Fargo Advantage Core Bond Fund	4.103	52					
Dodge & Cox Income Fund Com #147	19.779	270	0.000	0	27	27	
Federated Total Return Bond Fund	26.124	282					
Metropolitan West Total Return Bond Fund	4.970	53					
Wells Fargo Advantage Core Bond Fund	4.103	52					
Funds held at Wells Fargo - Dividends						868	
Money Market & Cash Funds							
Morgan Stanley Bank N.A.		149,804		328,400	328,400	0	1
Morgan Stanley - Cash		4,800		40	40	0	
Wells Fargo #451		13					2
Wells Fargo #451		13					2
Total Endowment Trusts		<u>\$261,113</u>		<u>\$431,604</u>	<u>\$449,397</u>	<u>\$17,793</u>	<u>\$11,740</u>

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

Schedule E-1

	Beginning Fair Value	Purchases	Sales Proceeds	Change in Fair Value	Ending Fair Value	Average Daily Fair Value	Total Interest Income	Realized Gain or (Loss)	Total Realized Income	Less Expenses	Net Realized Income/(Loss)
Jul 2016	\$67,903,805	\$40,254,278	\$42,275,778	(\$12,161)	\$65,870,144	\$68,833,357	\$53,567		\$53,567		\$53,567
Aug 2016	65,870,144	64,109	1,675,300	(1,974)	64,256,979	65,224,093	60,808		60,808		60,808
Sep 2016	64,256,979	4,131,842	3,651,487	(19,871)	64,717,463	64,817,948	61,935		61,935		61,935
Oct 2016	64,717,463	54,241	13,227,064	(28,309)	51,516,331	61,585,601	63,062		63,062		63,062
Nov 2016	51,516,331	17,792,955	12,650,933	(83,254)	56,575,099	53,942,565	54,624		54,624		54,624
Dec 2016	56,575,099	159,439	8,633,570	22,939	48,123,907	49,419,310	53,571		53,571		53,571
Jan 2017	48,123,907	45,878	3,289,050	(4,802)	44,875,933	47,426,941	52,970		52,970		52,970
Feb 2017	44,875,933	57,315	1,545,028	5,748	43,393,968	44,270,437	46,378		46,378		46,378
Mar 2017	43,393,968	12,891,604	12,787,905	(3,501)	43,494,166	44,303,221	51,038		51,038		51,038
Apr 2017											
May 2017											
Jun 2017											
<hr/> <hr/>											
Comparative Totals:											
Year-to-date											
FY 2016-17	\$67,903,805	\$75,451,661	\$99,736,115	(\$125,185)	\$43,494,166	\$55,535,941	\$497,953	\$0	\$497,953	\$0	\$497,953
FY 2015-16	19,981,232	126,830,494	74,379,072	119,282	72,551,936	65,539,841	435,293	96,216	531,509	0	531,509
Amt Change					(29,057,770)	(10,003,900)	62,660	(96,216)	(33,556)	0	(33,556)
% Change					-40.05%	-15.26%	14.39%	-100.00%	-6.31%	0.00%	-6.31%

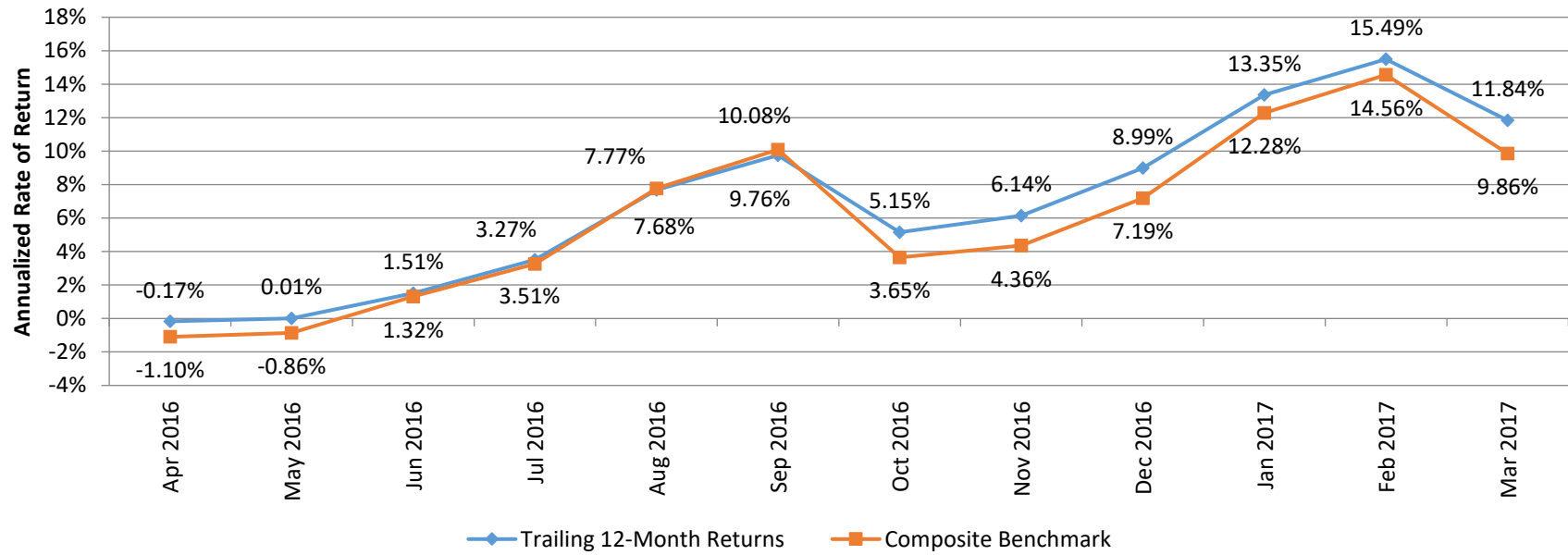
Note: Plant Fund Trusts include all debt service reserve and construction fund accounts in compliance with bond issue covenants.

UTAH STATE UNIVERSITY
 PLANT TRUSTS PORTFOLIO
 31 March 2017

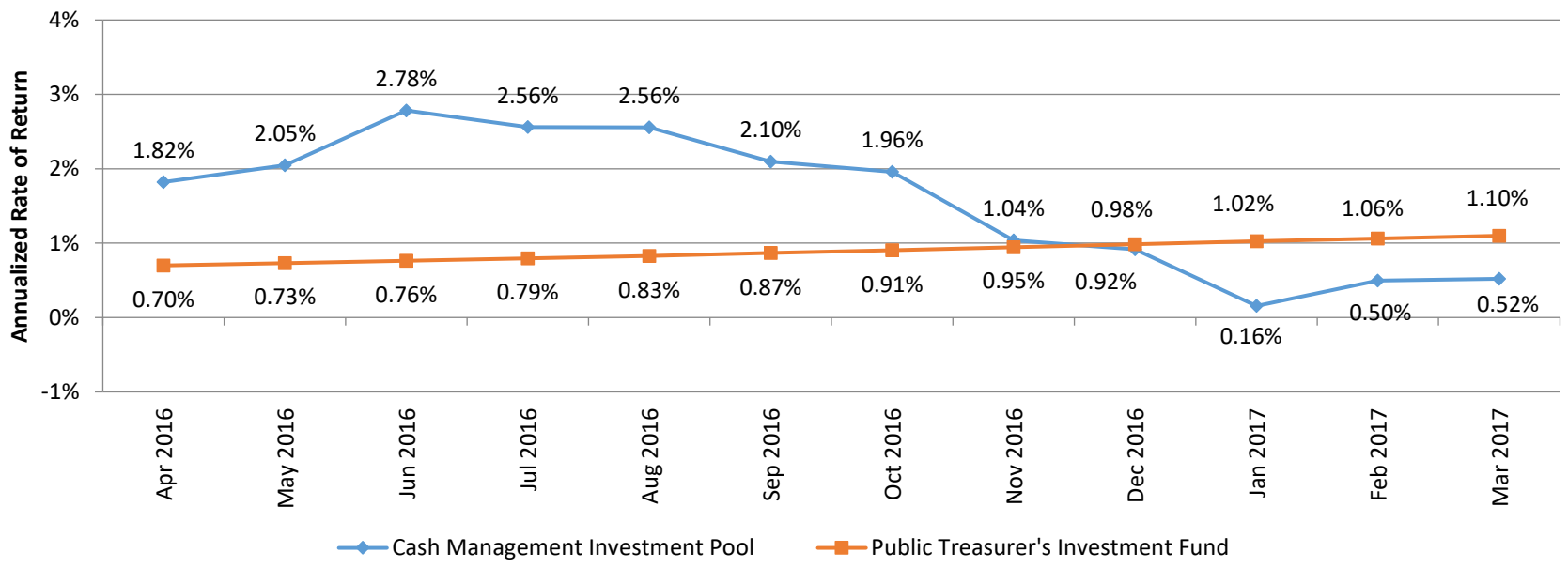
Schedule E-1-A

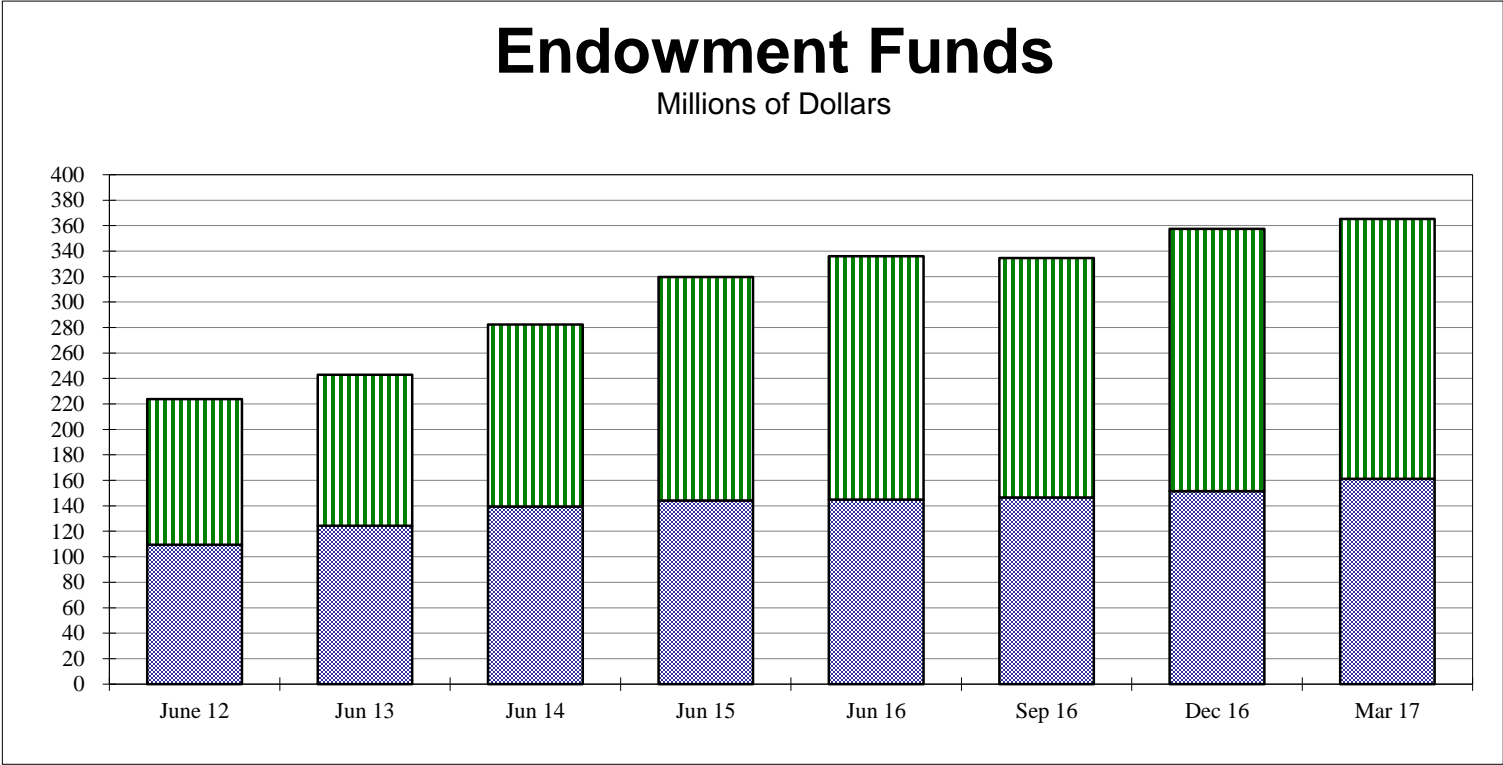
Description	Face Value	Number of Shares	Interest Rate	Date Acquired	Maturity Date	Cost	Fair Value	Unrealized Gain/(Loss)
Wells Fargo								
Federal Home Loan Bank	830,000		2.90%	03/15/16	02/03/26	\$832,864	\$819,127	(\$13,737)
Riverton City Bonds	1,300,000		5.25%	08/14/13	12/01/39	1,355,276	1,451,099	95,823
Heritage Money Market			Variable			45	45	0
Cash						4,208,498	4,208,498	0
						<u>6,396,683</u>	<u>6,478,769</u>	<u>82,086</u>
Public Treasurers' Investment Fund								
Utah Public Treasurers' Investment Fund			1.205%			<u>37,015,397</u>	<u>37,015,397</u>	<u>0</u>
						<u>37,015,397</u>	<u>37,015,397</u>	<u>0</u>
Total Plant Trusts						<u><u>\$43,412,080</u></u>	<u><u>\$43,494,166</u></u>	<u><u>\$82,086</u></u>

Endowment Pool



Cash Management Investment Pool





	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value	Fair Value
Quasi Endowment	\$114.3	\$118.7	\$143.1	\$175.5	\$190.9	\$188.0	\$204.1
True Endowment	109.4	124.3	139.4	144.1	145.0	146.6	161.3
Total	\$223.7	\$243.0	\$282.5	\$319.6	\$335.9	\$334.6	\$365.4

*As of July 1, 2010 the balances above reflect USU and USU-CEU's Endowment balances.

June 23, 2017

ITEM FOR ACTION

Re: Utah State University Alumni Association Recommendation for President Elect

EXECUTIVE SUMMARY

The Utah State University Alumni Association submits to the President of Utah State University and the Utah State University Board of Trustees the recommendation to appoint the President Elect of the Utah State University Alumni Association. This recommendation is consistent with Article 3.5 of the Charter and Bylaws of the Utah State University Alumni Association. This recommendation was put forward by the Alumni Association Advisory Board and voted on by the Board.

RECOMMENDATION

The Utah State University Alumni Association recommends the appointment of Laurel Cannon Alder as President Elect for a two (2) year term beginning July 1, 2017. Following the conclusion of the term of the President of the Alumni Association, the President Elect will become the President without additional action required.

RESOLUTION
UTAH STATE
UNIVERSITY BOARD OF
TRUSTEES

WHEREAS, the Utah State University Alumni Association has a need for a President Elect,

AND WHEREAS, the Alumni Association Advisory Board recommends Laurel Cannon Alder as President Elect,

NOW, THEREFORE, BE IT RESOLVED, that the President of Utah State University and the Utah State University Board of Trustees hereby approve Laurel Cannon Alder's appointment as President Elect of the Utah State University Alumni Association for a two (2) year term beginning July 1, 2017.

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

_____ Date

Laurel Cannon Alder

Laurel Cannon Alder is the grants manager for the Utah Division of Arts & Museums, and oversees \$1.5 million that is distributed via 13 different programs (to 250-300 grantees). During her 20-year career, Ms. Cannon Alder has been a forward-thinking, strategic and steady leader in Utah's arts and nonprofit communities where her focus has been to build partnerships and empower leaders and professionals to achieve their goals in the various communities and organizations throughout the state. She has also engaged in her own individual pursuits and client efforts, including serving on and chairing nonprofit boards, starting organizations, creating grassroots fundraising campaigns, building boards, developing facilities, running major events, writing grants, marketing various events and programs, and developing corporate sponsorship relationships. She received her B.A. in liberal arts & sciences from Utah State University in Logan, and later her M.A. in art administration from Indiana University where she was awarded the prestigious Jane Addams Fellowship from the IU Center on Philanthropy. As a graduate student, she also worked for the highly ranked Indiana University Foundation, as well as a hospital and the largest children's museum in the nation. She currently serves on the Alumni Association board at Utah State University and as a board member of the Paul Walton, Jr. Foundation.

ITEM FOR ACTION

RE: Proposal to Add Policy 366 Parental Caregiving with Modified Duties (PCMD)

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

EXECUTIVE SUMMARY

The University desires to add Policy 366 Parental Caregiving with Modified Duties as shown in the attached document. Consistent with USU Policy 201, the proposed policy was submitted to Faculty Senate and Staff Employees Association for review and comment; forwarded by the President to the Executive Committee; and approved by the Executive Committee.

The following is a summary of Policy 366 Parental Caregiving with Modified Duties (PCMD).

Parental caregiving with modified duties (PCMD) is designed to allow all faculty to request relief of up to six credit hours of teaching for one semester either spring or fall due to the birth or adoption of a child, while continuing to perform other job responsibilities.

- Section 1, details eligibility for use of this policy
- Section 2, list procedures to initiate the policy, extending tenure and post tenure review while the policy is in place, the obligation to return, funding, relationships to other policies, and the semester for using PCMD
- Section 3, outlines the responsibilities of the department head or supervisor, the faculty member, and Human Resources regarding implementing this policy

RECOMMENDATION

The President and the Vice President for Business and Finance recommend that the Board of Trustees approve the addition of Policy 366 Parental Caregiving with Modified Duties to the Utah State University Policy Manual.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The University desires to add Policy 366 Parental Caregiving with Modified Duties, as shown in the document; and

WHEREAS, This policy was submitted to the Faculty Senate and Staff Employees Association for review and comment; forwarded by the President to the Executive Committee; and approved by the Executive Committee; and

WHEREAS, The procedures for adding policies outlined in Section 201 of the University Policy Manual have been followed:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees approve adding Policy 366 Parental Caregiving with Modified Duties to the University Policy Manual effective 23 June 2017.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date



POLICY MANUAL

Number #366

Subject: Parental Caregiving with Modified Duties (PCMD)

Covered Employees: All faculty (as defined in 401.3 and 401.4)

Date of Origin:

366 POLICY

Entrance into the Parental Caregiving with Modified Duties (PCMD) program is available to faculty who meet the eligibility requirements and obtain administrative approval. Administrative approval may be granted after determining that the PCMD leave request is in the mutual best interest of the faculty member and the University. PCMD leave is a privilege granted at the University's discretion.

Parental caregiving with modified duties (PCMD) is designed to allow all faculty to request relief of up to six credit hours of teaching for one semester either spring or fall due to the birth or adoption of a child, while continuing to perform other job responsibilities. The faculty member will be expected to continue professional activities such as research and working with graduate students. Fulfilling these expectations will prevent students from being disadvantaged by the disruption of instruction and grading that might be caused by having an instructor take time off during the middle of a semester. Faculty who teach more than six credit hours may request to receive additional reduction in teaching credit hours with a reduction in salary commensurate with the number of credit hours beyond six credits.

Under this policy, PCMD shall begin January 1 for spring semester and July 1 for fall semester and, no more than three (3) months prior to the expected birth/placement of a child and no more than twelve (12) months following the birth/placement. A semester, for purposes of this policy, is defined as January 1 – June 30 for Spring and July 1 – December 31 for Fall semesters.¹

1.1 Eligibility

¹ This policy is designed to be used in either fall or spring semesters because faculty are normally paid in summer for their work in spring and fall terms. Using this policy in the summer requires negotiations with the Department Head and Dean to develop a plan and approval from the Provost. A plan should include the sources of funds and explain the circumstances that create the necessity of using PCMD in the summer.

- (1) All faculty, both male and female, are eligible for PCMD.
- (2) The faculty member must be the primary caregiver for the newborn or adopted child during the period that PCMD is in place.
- (3) An adopted child must be under the age of six or a special needs child under 18 years of age. A special needs child is one who is incapable of self-care on a daily basis because of physical or mental disability.
- (4) A faculty couple jointly sharing responsibility as primary caregivers for a child may split the use of PCMD and each receive relief from a total of six credits for the couple for a semester. Each faculty member would then receive 95% of their salary during the 16 week semester (or two different semesters) that they use the PCMD policy.

366.2 PROCEDURES

2.1 Initiating Parental Caregiving with Modified Duties

- (1) To initiate PCMD, the faculty member will submit a formal request as soon as possible on the PCMD form provided by Human Resources, stating the dates during which he/she will activate PCMD. The faculty member will affirm that he/she will be the primary caregiver for the child during the semester in which the PCMD is used.
- (2) The request will be approved by the department head, academic dean or vice president for extension, and, where applicable, the chancellor or regional dean, and the provost, and submitted to Human Resources.

2.2 Tenure and Post-Tenure Review Extensions

Upon approval of a PCMD request, a tenure-eligible faculty member may seek a one-year extension of her/his pre-tenure probationary period (Policy 405.1.4(4) Tenured and Term Appointments: Evaluation, Promotion and Retention). If applicable, post-tenure review (Policy 405.12.2) may be postponed for one year if PCMD is used.

2.3 Obligation to Return

The faculty member is obligated to return to university service for at least one semester following the use of PCMD. If the faculty member does not return to university service, he/she will owe the university the amount of salary released by the PCMD (10%) plus any other funding used to cover the costs of the faculty member's teaching assignment.

2.4 Funding this Leave

- (1) The faculty member receives 90% of base salary during the 16-week semester that he/she is on PCMD. The remaining 10% of the faculty member's salary shall remain

in the department to be used to cover the costs of the faculty member's teaching assignment. If the cost to cover classes is over 10% of the base salary, then:

- (a) The Provost Office will contribute 34% of the remaining costs to cover the wages of the teaching replacement after the faculty member's 10% has been applied;
- (b) The college will contribute 33% of the costs to cover the wages of the teaching replacement after the faculty member's 10% has been applied; and
- (c) The faculty member's department will contribute the final 33% of what remains of the costs to cover the wages of the teaching replacement.

If any salary is received from grants or contracts, that portion must be based on actual effort performed for the award and all award requirements must be met. The university shall not be obligated to pay more than the amount of PCMD compensation that, when added to the outside source of compensation, will equal 110% of the faculty member's full regular salary for the period of leave.

2.5 Relationship to Other Policies

- (1) Family and Medical Leave Act. Parental Caregiving with Modified Duties (PCMD) under this policy will run concurrently with FMLA leave (Policy 351 Family and Medical Leave) if applicable. No intermittent leave may be used for PCMD.
- (2) Pregnancy/ Short-term Disability Leave. If an eligible faculty member has short-term disability leave available, at the employee's discretion, the employee may choose to use the pregnancy portion of this leave instead of PCMD.
- (3) Sick or Annual Leave. Sick or annual leave may not be used in conjunction with PCMD.
- (4) Sabbatical or Other Leave. Other leave that has been taken or is scheduled to be taken by a faculty member shall not preclude eligibility for PCMD benefits under this policy. PCMD taken under this policy shall have no bearing on eligibility for subsequent sabbatical leave for the faculty member.

2.6 Semester for PCMD

In most cases, the semester requested by the faculty member will be approved. However, when teaching assignments are unbalanced across semesters, the semester approved for PCMD will be negotiated with the department head. The leave cannot span over two semesters.

366.3 RESPONSIBILITY

Department Head or Supervisor

The department head or supervisor will be responsible for finding replacement instruction to cover the courses the faculty member using PCMD would normally have taught for the semester.

Faculty Member

An eligible faculty member should notify her/his department head of a request for PCMD as soon as possible. This notice would normally be no fewer than four months prior to the expected arrival of the child; however, it may not be possible to provide this much notice. Administrators in Library and Extension are encouraged to explore the possibilities of making this policy work in their units.

Human Resources

Human Resources will provide an application form for faculty to request the PCMD.

Resolution 17-01

ITEM FOR ACTION

Re: Utah State University Research Foundation

- Recommendation for re-appointment to Research Foundation Board

EXECUTIVE SUMMARY

Utah State University Research Foundation Board submits to the President of Utah State University and the Utah State University Board of Trustees recommendations to appoint individuals to the Research Foundation Board. These recommendations are consistent with Article VI of the Amended and Restated Articles of Incorporation and Article II, Sections 4 and 5, and Article III, Sections 1 and 2, of the Amended Bylaws of the USU Research Foundation. This recommendation was made by a resolution of the majority of the USU Research Foundation Board after appropriate review and discussion.

RECOMMENDATION

- 1) The USU Research Foundation Board recommends the re-appointment of Dr. Jagath Kaluarachchi as Trustee to the Utah State University Research Foundation Board for an additional one (1) year term beginning when his current term expires.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, the term of Dr. Jagath Kaluarachchi as Trustee for the Utah State University Research Foundation expires August 2017; and

WHEREAS, Dr. Kaluarachchi's service as Trustee has been very beneficial to the Foundation; and

WHEREAS, the Foundation recommends it would be beneficial for his service as Trustee to continue;

NOW, THEREFORE, BE IT RESOLVED, that the President of Utah State University and the Utah State University Board of Trustees hereby approve Dr. Jagath Kaluarachchi's re-appointment to the Utah State University Research Foundation Board for a one (1) year term beginning August 2017.

RESOLUTION APPROVED BY THE USU BOARD OF TRUSTEES:

Date

ACTION AGENDA

1. Proposal from the Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services, to change the name from Family, Consumer, and Human Development to Human Development and Family Studies
2. Proposal from the Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services, to offer a minor in Mental Health Advocacy and Awareness
3. Proposal from the Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services, to offer a Pharmacy Technician Certificate of Completion
4. Proposal from the Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education Human Services, to offer a Surgical Technician Certificate of Completion
5. Proposal from the Department of Special Education and Rehabilitation, in the Emma Eccles Jones College of Education and Human Services, to restructure the Certificate of Proficiency in Rehabilitation Counseling
6. Proposal from the School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services, to restructure the Master of Education in Curriculum and Instruction
7. Proposal from the School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services, to restructure the Master of Science in Curriculum and Instruction
8. Proposal from the Department of Landscape Architecture and Environmental Planning, in the College of Agriculture and Applied Sciences, to offer a Master's Degree in Accelerated Masters of Landscape Architecture
9. Real Property Acquisition – Richmond, Utah
10. Proposal to Enter into a Long-term Lease Agreement – USU SL Educational Center
11. Utah State University 2017-18 Budgets
12. Capital Development Priority List for Fiscal Year 2018-19

ITEM FOR ACTION

Utah State University's Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services proposes changing the name from Family, Consumer, and Human Development to Human Development and Family Studies in the manner described below.

EXECUTIVE SUMMARY

The Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services proposes changing the name from Family, Consumer, and Human Development to Human Development and Family Studies.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to change the name from Family, Consumer, and Human Development to Human Development and Family Studies in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Family, Consumer, and Human Development in the Emma Eccles Jones College of Education and Human Services proposes changing the name from Family, Consumer, and Human Development to Human Development and Family Studies, and

WHEREAS, The proposed name change will better align with similar programs across the nation and will help recruit undergraduate and graduate students into the program, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to change the name from Family, Consumer, and Human Development to Human Development and Family Studies in the Emma Eccles Jones College of Education and Human Services' Department of Family, Consumer, and Human Development and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Program Change Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to change name from Family, Consumer, and Human Development to Human Development and Family Studies effective Fall 2017. This action was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal

Program Change Description/Rationale

Present a brief program change description. Describe the institutional procedures used to arrive at a decision for the change. Briefly indicate why such a change should be initiated. State how the institution and the USHE benefit by the change.

This is a proposed department name change from Family, Consumer, and Human Development (FCHD) to Human Development and Family Studies (HDFS) to better align with similar programs across the nation. This name change will help in recruiting undergraduate and graduate students into the program. This name change is being precipitated for the following reasons:

- Current department programs across the nation are all in human development or family studies, which includes family finance, marriage and family therapy, and family relations. There are no consumer courses offered in FCHD.
- A simple Google search shows there are no other academic departments titled Family, Consumer, and Human Development (FCHD). The National Council on Family Relations, which is the professional association for most department faculty, have recommended the title be HDFS for consistency in the field.
- Having an uncommon department name has hurt graduate student recruiting and this feedback has come from current students, potential students, and colleagues from professional associations and other universities. Unless potential students are really invested in finding FCHD, the department does not show up in graduate program searches. Feedback from other notable programs (namely at Purdue and Michigan State) was that changing their name became a significant help in department identity, branding, and graduate recruiting.

Consistency with Institutional Mission/Institutional Impact

Explain how the action is consistent with the institution's Regent-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policy312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policy315/. Will faculty or staff structures be impacted by the proposed change?

This change is consistent with the mission as outlined in the doctoral granting mission statement—specifically name recognition of the high quality and quantity research that goes across the state, nation, and world. It also helps meet the land grant mission by clearly labeling the expertise in a more specific manner.

Finances

What costs or savings are anticipated from this change? If new funds are required to implement the change, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

There will some cost to change letterhead and website, but the supplies are low and need to be reordered this summer so cost is negligible.

23 June 2017

ITEM FOR ACTION

Utah State University's Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services proposes offering a Minor in Mental Health Advocacy and Awareness in the manner described below.

EXECUTIVE SUMMARY

The Department of Family, Consumer, and Human Development, in the Emma Eccles Jones College of Education and Human Services proposes offering a Minor in Mental Health Advocacy and Awareness.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to offer a Minor in Mental Health Advocacy and Awareness in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Family, Consumer, and Human Development in the Emma Eccles Jones College of Education and Human Services proposes offering a Minor in Mental Health Advocacy and Awareness, and

WHEREAS, The proposed Minor will provide added expertise for students in business, agriculture, and education, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to offer a Minor in Mental Health Advocacy and Awareness in the Emma Eccles Jones College of Education and Human Services' Department of Family, Consumer, and Human Development and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Program Description - Abbreviated

Template Section I: The Request

Utah State University requests approval to offer the following Minor: Mental Health Advocacy and Awareness effective Fall 2017. This program was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal/Needs Assessment

Program Description/Rationale

Present a brief program description. Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program. Provide evidence of student interest and demand that supports potential program enrollment.

Increasingly there is a demand for professionals in a variety of disciplines to have some knowledge and background regarding mental health conditions, resources, and basics of interacting with individuals who have mental health needs. This 22-credit mental health advocacy and awareness minor will help prepare students to engage more effectively with individuals with mental health needs. This program will not prepare individuals to be practicing mental health providers and will not lead to licensure or certification as a mental health provider. Instead this minor is intended to prepare educators, direct care providers in treatment facilities, human resource personnel, nurses, law enforcement, and others on more effectively interacting with individuals with mental health needs - including knowing where and when to refer individuals for appropriate services.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

As awareness of mental health needs and the impact that such needs have on communities and the workforce grows there is an increasing demand for personnel who have knowledge and background in this area. Specific professions listed in the Occupation Outlook Handbook that relate to this minor include Social and Human Service Assistants (with an expected growth rate of 11% over the next 10 years) and Social and Community Service Managers (with an expected growth rate of 10% over the next 10 years). With the increased emphasis on mental health awareness and training in all employment sectors, this training will provide added expertise for students in business, agriculture, and education.

Consistency with Institutional Mission/Impact on Other USHE Institutions

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/.

This program will support USU's land-grant mission of being student-centered and serving the public. Given the increased focus on mental health needs in college and community settings, this program will benefit USU students by both providing them with skills in demand in the marketplace as well as better preparing those who may later work with college students in their profession. This program will serve the public by increasing the knowledge and skill set of individuals who will work in a variety of community settings. In addition, the classes that make up this program currently are or will be available on-line (as well as in Logan) so all USU students regardless of their location will have access to this minor.

Finances

What costs or savings are anticipated in implementing the proposed program? If new funds are required, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

No new funding is required for this program. All classes can be taught with existing resources and personnel at this time. If enrollments in this program were to exceed approximately 25 per year, then additional funding may be needed to support extra sections of courses and to handle student practicum supervision.

Section III: Curriculum

Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to receive the award. For NEW Emphases, skip to emphases tables below.

For variable credits, please enter the minimum value in the table below for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box below.

	Course Number	NEW Course	Course Title	Credit Hours
General Education Courses (list specific courses if recommended for this program on Degree Map)				
General Education Credit Hour Sub-Total				
Required Courses				
<input type="radio"/> + <input type="radio"/> -	PSY 3210		Abnormal Psychology	3
<input type="radio"/> + <input type="radio"/> -	PSY 3720		Behavior Assessment and Intervention	3
<input type="radio"/> + <input type="radio"/> -	FCHD 5250		Addictions and the Family	3
<input type="radio"/> + <input type="radio"/> -	PSY / FCHD XXXX	X	Practicum in Mental Health	1
<input type="radio"/> + <input type="radio"/> -	PSY / FCHD XXXX	X	Mental Health Advocacy and Awareness	3
<input type="radio"/> + <input type="radio"/> -				
Choose 1 of the following courses:				
<input type="radio"/> + <input type="radio"/> -	PSY 3120		Abuse, Neglect, and Psychological Dimensions of Violence	3
<input type="radio"/> + <input type="radio"/> -	FCHD 3100		Abuse and Neglect in Family Context	3
<input type="radio"/> + <input type="radio"/> -				
Required Course Credit Hour Sub-Total				16
Elective Courses				
<input type="radio"/> + <input type="radio"/> -				
Choose 2 of the following courses:				
<input type="radio"/> + <input type="radio"/> -	PSY 4240 or FCHD 4240		Multicultural Psychology or Families and Cultural Diversity	3
<input type="radio"/> + <input type="radio"/> -	PSY 3110		Health Psychology	3
<input type="radio"/> + <input type="radio"/> -	PSY 5200		Introduction to Interviewing and Counseling	3
<input type="radio"/> + <input type="radio"/> -	FCHD 4220		Family Crisis and Intervention	3
<input type="radio"/> + <input type="radio"/> -	HEP 3000		Drugs and Behavior	3
<input type="radio"/> + <input type="radio"/> -	HEP 3200		Consumer Health	3
<input type="radio"/> + <input type="radio"/> -	SW 3650		Mental Health	3
<input type="radio"/> + <input type="radio"/> -				
Choose of the following courses:				
<input type="radio"/> + <input type="radio"/> -				
<input type="radio"/> + <input type="radio"/> -				
Elective Credit Hour Sub-Total				6
Core Curriculum Credit Hour Sub-Total				22

Program Curriculum Narrative

Describe any variable credits. You may also include additional curriculum information, as needed.

Degree Map

Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see <http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf> (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below

First Year Fall	Cr. Hr.	First Year Spring	Cr. Hr.
PSY 3210	3	Mental Health Advocacy / Awareness	3
PSY 3120 or FCHD 3100	3	elective	3
Total	6	Total	6
Second Year Fall	Cr. Hr.	Second Year Spring	Cr. Hr.
FCHD 5250	3	Practicum	1
PSY 3720	3	elective	3
Total	6	Total	4

Four Year Map

23 June 2017

ITEM FOR ACTION

Utah State University's Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services proposes offering a Pharmacy Technician Certificate of **Completion** in the manner described below.

EXECUTIVE SUMMARY

The Department of Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services proposes offering a Pharmacy Technician Certificate of **Completion**.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to offer a Pharmacy Technician Certificate of **Completion** in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Nursing and Health Professions in the Emma Eccles Jones College of Education and Human Services proposes offering a Pharmacy Technician Certificate of Completion, and

WHEREAS, The proposed pharmacy technician certificate program will better meet the healthcare needs of Southeastern Utah, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to offer a Pharmacy Technician Certificate of Completion in the Emma Eccles Jones College of Education and Human Services' Department of Nursing and Health Professions and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

**Utah System of Higher Education
Program Description - Abbreviated Template**

Section I: The Request

Utah State University requests approval to offer the following Certificate of Completion: Pharmacy Technician Program effective Fall 2017. This program was approved by the institutional Board of Trustees on .

Section II: Program Proposal/Needs Assessment

Program Description/Rationale

Present a brief program description. Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program. Provide evidence of student interest and demand that supports potential program enrollment.

The Pharmacy Technician Program has been developed as another complement and career pathway addition to the Health Professions programming established at the Blanding Campus. Combined with the existing program offerings in the Health Professions roster allows for a viable and alternative career pathway in the national, regional, and state employment opportunities for healthcare workers. It assists in expanding career training placement not available to many students.

Rationale: Shortages in the workforce sectors in healthcare include surgical technicians. These shortages are anticipated to grow over the next decade. This certificate of completion can also serve as an entry pathway for students to pursue additional academic preparation and clinical training in programs offered by USU or other programs offered by State of Utah Universities.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

As of 2015 data from the United States Department of Labor-Bureau of Labor Statistics reported the total employment for Pharmacy technicians were 379,430 with an annual wage of \$30,410 (\$14.62/hour) with the job outlook to rise by 9% between 2014-2024. In Utah, data from the Utah department of Workforce Services website reported as of 2015 there were 3680 individuals employed as Pharmacy Technicians with a median salary of \$34,360 (\$16.52/hour). In 2024 it is projected that 4,585 positions will have to be filled for a 3% annual growth rate for employment in this job category. Pharmacy Technician is rated a 3-Star category for job growth

Consistency with Institutional Mission/Impact on Other USHE Institutions

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/.

In accordance with the Utah System of Higher Education, Policy 312-6 regarding Land Grant Institutions, Utah State University as USU-Eastern, Blanding Campus, acting as a community college through its extension efforts, students are granted open admission to associate's degree programs with appropriate academic preparatory support. In accordance with Policy 321-4.4 this community college role is to transmit knowledge and skills through transfer education at the associate of arts and associate of science degree level along with offering associate of applied science degrees, career and technical education, customized training for employers, developmental education, and strong student services to support these functions. The addition of the Pharmacy Technician Certificate of Proficiency further extends the fulfillment of this mission.

Pharmacy Technician Certificate programs are offered throughout the State of Utah's Applied Technical College System with locations in Uintah Basin (UBATC), Logan (Bridgerland ATC), Kaysville (Davis ATC), St. George (Dixie ATC), Lehi (Mountaionland ATC), Ogden (Ogden-Weber ATC), and Salem (Snow College). This leaves the southeaster region of Utah

(covering approximately 40,000 square miles) served by USU-Eastern, Blanding Campus as a solution to provide training for this employment opportunity. Expansion of health care services in this area of the State also provides opportunities for students who are native speakers of the Navajo language and have cultural knowledge of individuals who reside in this service.

The Pharmacy Technician Program is proposed to join current health professions programs: Certified Nursing Assistant, Professional Nursing, AAS in Nursing, Medical Assistant and Medical Laboratory Technician programs offered through the Department of Nursing and Health Professions in Blanding.

Finances

What costs or savings are anticipated in implementing the proposed program? If new funds are required, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

USU-Eastern Blanding campus has previously received a grant from the State department of Workforce Services- Utah Cluster Acceleration Partnership (UCAP) to purchase capital equipment of approximately \$9,000. Funds have also been set aside for marketing and outreach awareness. Adjunct Instructors (Licensed Pharmacists) will be hired to teach the 11 credits required in HEAL Pharmacy technician courses each year. Costs will total \$7,150 and the source will come from funds allocated through USU-Eastern Blanding Campus tuition funds. It is anticipated that the first year the program is in operation 10 students will be enrolled in the program. By year three there is a projection for 15 students per semester. Any consumable supplies will be covered by differential tuition previously approved for the Emma Eccles Jones College of Education and Human Services.

Section III: Curriculum

Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to receive the award. **For NEW Emphases, skip to emphases tables below.**

For variable credits, please enter the minimum value in the table below for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box below.

		Course Number	NEW Course	Course Title	Credit Hours
General Education Courses (list specific courses if recommended for this program on Degree Map)					
General Education Credit Hour Sub-Total					
Required Courses					
+	-	BCIS 1010		Computer Literacy	3
+	-	MATH 1050		College Algebra	4
+	-	NURS 1008		Medical Terminology	2
+	-	BIOL 1500		Anatomy and Physiology	3
+	-	CMST 2110		Interpersonal Communications	3
+	-	ENGL 1010		Introduction to Writing	3
+	-	ART 1010		Exploring Art	3
+	-	HEAL 1878	X	Pharmacy Practice I	2
+	-	HEAL 1776	X	Sterile and Non-sterile Compounding Laboratory	3
+	-	HEAL 1879	X	Pharmacy Practice II	3
+	-	HEAL 1900	X	Pharmacology	3
Required Course Credit Hour Sub-Total					32
Elective Courses					
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
Elective Credit Hour Sub-Total					
Core Curriculum Credit Hour Sub-Total					32

Program Curriculum Narrative

Describe any variable credits. You may also include additional curriculum information, as needed.

None

Degree Map

Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see <http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf> (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below

Semester One

Prefix	Number	Title	Credits
BCIS	1010	Computer Literacy	3
MATH	1050	College Algebra	4
NURS	1008	Medical Terminology	2
BIOL	1500	Anatomy and Physiology	3
HEAL	1878	Pharmacy Practice I	2
HEAL	1776	Sterile & Non-Sterile Cmp Lab	3

Total semester credits 17

Semester Two

Prefix	Number	Title	Credits
CMST	2110	Interpersonal Communication	3
ENG	1010	Introduction to Writing	3
ART	1010	Exploring Art	3
HEAL	1879	Pharmacy Practice II	3
HEAL	1900	Pharmacology	3

Total Semester credits 15

Total Program Credits 32



Blue Mountain Hospital

Phone: 435-678-3993 • Fax: 435-678-3992 • 802 South 200 West • Blanding, UT 84511

February 20, 2015

To the Education Policy Committee,

I write this letter in support of the efforts of the Utah State University Health Professions to develop new healthcare training programs, including the pharmacy technician program and the other new programs currently under development.

These new programs will provide a pool of workers that the local healthcare organizations can draw from. These programs will increase the opportunities for locals to get the training and find employment here in their community.

We are in full support of Utah State University Health Professions programs for the advancement of healthcare in our rural area.

Sincerely,



Jeremy Lyman, CEO



Moab Regional Hospital

450 W. Williams Way
PO Box 998
Moab, UT 84532
ph: (435) 719-3500
www.mrhmoab.org

February 23, 2015

Education Policy Committee
Utah State University

To the Education Policy Committee:

On behalf of Utah State University Health Professions, we are writing this letter of support toward the efforts to develop new healthcare training programs, including the pharmacy technician program, and the other new programs currently under development.

These new programs will provide training for people in our communities which will in turn provide employment for our healthcare facilities from within our local infrastructure.

We are in support of Utah State University Health Professions programs for the advancement of healthcare in our rural area.

Sincerely,

Robert Austin, FACHE
CEO

Vicki Gigliotti
CCO

Utah Navajo Health System

P.O. Box 130, East Highway 262, Montezuma Creek, Utah 84534
Phone (435) 651-3291 - Fax (435) 651-3642

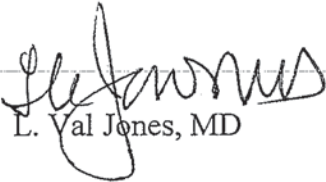
February 20, 2015

To: Whom It May Concern
Re: Education Policy Committee
From: L. Val Jones, M.D, FAAFP

I have been the medical director for Utah Navajo Health System for the past 15 years and have been providing medical care in this area for 25 years.. Utah Navajo Health System is an outpatient healthcare company that provides clinical services in southeastern Utah. This area is rural and remote from urban areas. We are constantly challenged in being able to provide adequate care for the patient population that we serve. Many of our patients are impoverished and living in poor circumstances.

We have a remote site of Utah State University in our community. They have been responsive and innovative in providing training programs to help staff our healthcare facilities. I have been made aware that there is a proposed pharmacy technician training program that is being considered in our college. I and Utah Navajo Health System strongly support efforts to provide this training program and other training programs that will provide healthcare staff in our area.

Please feel free to contact me if there are further questions or if there is information that can help with this program.


L. Val Jones, MD

23 June 2017

ITEM FOR ACTION

Utah State University's Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services proposes offering a Surgical Technician Certificate of Completion in the manner described below.

EXECUTIVE SUMMARY

The Department of Department of Nursing and Health Professions, in the Emma Eccles Jones College of Education and Human Services proposes offering a Surgical Technician Certificate of Completion.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to offer a Surgical Technician Certificate of Completion in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Nursing and Health Professions in the Emma Eccles Jones College of Education and Human Services proposes offering a Surgical Technician Certificate of Completion, and

WHEREAS, **The proposed surgical technician certificate program will better meet the healthcare needs of Southeastern Utah, and**

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to offer a Surgical Technician Certificate of Completion in the Emma Eccles Jones College of Education and Human Services' Department of Nursing and Health Professions and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Utah System of Higher Education
Program Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to offer the following Certificate of Completion: Surgical Technician Certificate effective Spring 2018. This program was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal/Needs Assessment

Program Description/Rationale

Present a brief program description. Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program. Provide evidence of student interest and demand that supports potential program enrollment.

The Surgical Technician Certificate Program has been developed as another complement and career pathway addition to the Health Professions programming established at the Blanding Campus. Combined with the existing program offerings in the Health Professions roster allows for a viable and alternative career pathway in the national, regional, and state employment opportunities for healthcare workers. It assists in expanding career training placement not available to many students.

Rationale: Shortages in the workforce sectors in healthcare include surgical technicians. These shortages are anticipated to grow over the next decade. This certificate of completion can also serve as an entry pathway for students to pursue additional academic preparation and clinical training in programs offered by USU or at other USHE institutions.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

Labor market data has been collected through examination of the Federal department of Labor Statistics data bank as well as the Utah Department of Workforce Services data bank (Utah Occupational Report for Surgical Technologists). The federal data indicates a 30% job growth rate for the current decade. The State of Utah Occupational Report indicates a job rating of 3-Stars for a moderate to strong employment outlook with low to moderate wages. According to 2010 US Census data the median household income in San Juan County was \$38,076, while the State of Utah Occupational Outlook for Eastern Utah indicates median annual salary for a surgical technologist to be \$32,540. From the Bureau of Labor Statistics website: <http://www.bls.gov/ooh/healthcare/surgical-technologists.htm>

In 2015 the Median Annual Pay was \$44,330 or \$21.31 per hour. The job requires an Entry-Level Education Post secondary non-degree award. The number of jobs as of 2014 was 99,800 while the job outlook from 2014-2024 is predicted to be 15% which is much faster growth than average. The employment change from 2014-2024 is projected to be a gain of 14,700.

Consistency with Institutional Mission/Impact on Other USHE Institutions

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/.

In accordance with the Utah System of Higher Education, Policy 312-6 regarding Land Grant Institutions, Utah State University as USU-Eastern, Blanding Campus, acting as a community college through its extension efforts, grants students admission to associate's degree programs with appropriate academic preparatory support. In accordance with Policy 321-4.4 this community college role is to transmit knowledge and skills through transfer education at the associate of arts and associate of science degree level along with offering associate of applied science degrees, career and technical education, customized

training for employers, developmental education, and strong student services to support these functions. The addition of the Surgical Technician Certificate of Completion further extends the fulfillment of this mission.

Finances

What costs or savings are anticipated in implementing the proposed program? If new funds are required, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

General Statement: USU-Eastern Blanding campus has previously received a grant from the State Department of Workforce Services- Utah Cluster Acceleration Partnership (UCAP) to purchase capital equipment of approximately \$110,000. Funds have also been set aside for marketing and outreach awareness. Adjunct instructors will be hired to cover the new courses specific to the Surgical Technician Certificate Program. A total of 24 credits over semesters two and three will be taught for an estimated cost of \$14,400. This cost will be covered from funds allocated through USU-Eastern Blanding Campus tuition funds. Any consumable supplies will be covered by differential tuition previously approved for the Emma Eccles Jones College of Education and Human Services.

Section III: Curriculum

Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to receive the award. **For NEW Emphases, skip to emphases tables below.**

For variable credits, please enter the minimum value in the table below for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box below.

		Course Number	NEW Course	Course Title	Credit Hours
General Education Courses (list specific courses if recommended for this program on Degree Map)					
General Education Credit Hour Sub-Total					
Required Courses					
+	-	NURS 1000		Nursing Asisstant	4
+	-	NURS 1008		Medical Terminology	2
+	-	MATH 1050/STAT101		College Algebra OR Intro. Stats w/Algebra	5
+	-	BIOL 1500		Anatomy and Physiology	3
+	-	HEAL 2020		Emergency First Response	3
+	-	HEAL 1860		Phebotomy and Clinical Laboratory	2
+	-	ENGL 1010		Introduction to Writing: Academic Prose	3
+	-	SURG 1030	×	Surgical Technology I Didactic	6
+	-	SURG 1035	×	Surgical Technology I Laboratory	4
+	-	SURG 1040	×	Surgical Technology II Didactic	6
+	-	SURG 1045	×	Surgical Technology II Laboratory	4
+	-	SURG 1600	×	Surgical Technology Clinical Competencies I	2
+	-	SURG 1700	×	Surgical Technology Clinical Competencies II	2
Required Course Credit Hour Sub-Total					46
Elective Courses					
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
+	-				
Elective Credit Hour Sub-Total					
Core Curriculum Credit Hour Sub-Total					46

Program Curriculum Narrative

Describe any variable credits. You may also include additional curriculum information, as needed.

The proposed Surgical Technician Certificate program is intended to expand the career path offerings for students seeking job training and employment opportunities in healthcare. All faculty involved in the creation of this program are presently practicing or are former practicing healthcare professionals. The letters of support from industry provides further indicators for the appropriateness of the program detailed in this document.

Degree Map

Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see <http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf> (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below

Semester One

Prefix	Number	Title	Credits
NURS	1000	Nursing Assistant	4
NURS	1008	Medical Terminology	2
MATH	1050	College Algebra	4 or
STAT	1045	Intro Statistics w/ Algebra	5
BIOL	1500	Anatomy and Physiology	3
ENGL	1010	Introduction to Writing	3

Total Semester Credits 16-17

Semester Two

Prefix	Number	Title	Credits
SURG	1030	Surgical Technology Didactic I	6
SURG	1035	Surgical Technology I Laboratory	4
SURG	1600	Surgical Technology Clinical Competencies I	2
HEAL	2020	Emergency First Response	3

Total Semester Credits 15

Semester Three

Prefix	Number	Title	Credits
SURG	1040	Surgical Technology II Didactic	6
SURG	1045	Surgical Technology II Laboratory	4
SURG	1700	Surgical technology Clinical Competencies II	2
HEAL	1860	Phlebotomy and Clinical Laboratory	2

Total Semester Credits 14

Total Program Credits 45-46



Blue Mountain Hospital

Phone: 435-678-3993 • Fax: 435-678-3992 • 802 South 200 West • Blanding, UT 84511

October 20, 2015

Michele Lyman, M.S., PA-C
Director of Health Professions
Utah State University
435-678-8131

Dear Program Reviewers:

I am submitting this letter of support for the Surgical Technician program that has been developed at the USU Eastern, Blanding Campus. As an employer of healthcare workers across the spectrum of professions, our institution recognizes the value of having locally sourced candidates for employment.

We are happy to endorse the commitment demonstrated by the Blanding Campus in their response to the needs of local healthcare development. If you have any questions, please feel free to contact me at the number listed above.

Sincerely;



Jeremy Lyman, CEO



300 North Hospital Drive
Price, Utah 84501
(435) 637-4800

October 15, 2015

Dear Review Committee:

We would like to provide this letter of support for the Surgical Technician program being developed by the Utah State University Eastern, Blanding Campus. The Blanding Campus has been a long-term partner of the years on several different training projects in healthcare.

As a healthcare institution serving a rural area, it is often quite challenging to identify and hire qualified applicants for all varieties of jobs required to operate an institution such as ours. This is particularly true with those positions directly involved in patient care and positions requiring specific certifications.

If you have any questions, please do not hesitate to call me at my office number (435) 637-4800.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Holyoak", written over a horizontal line.

Mark Holyoak, CEO
Castleview Hospital

feel free to also call my cell
phone if needed (435) 820-0146



Moab Regional Hospital

450 W. Williams Way
PO Box 998
Moab, UT 84532
ph: (435) 719-3500
www.mrhmoab.org

October 30, 2015

Jennifer Sadoff, CEO
Moab Regional Hospital
450 W. Williams Way
Moab, UT 84532
435-719-3500

Dear Program Reviewers:

I am submitting this letter of support for the Surgical Technician program that has been developed at the USU Eastern, Blanding Campus. As an employer of healthcare workers across the spectrum of professions, our institution recognizes the value of having locally sourced candidates for employment.

We are happy to endorse the commitment demonstrated by the Blanding Campus in their response to the needs of local healthcare development. If you have any questions, please feel free to contact me at the number listed above.

Sincerely;

Jennifer Sadoff, CEO



UTAH NAVAJO HEALTH SYSTEM, INC.

East Hwy 162, P.O. Box 130, Montezuma Creek, UT 84534

Ph: 435.651.3291 FAX: 435.651.3189

October 20, 2015

To Whom it May Concern:

Utah Navajo Health System (UNHS) is a tribal, private, non-profit organization that operates four community health centers along the Northern Strip of the Navajo Nation. UNHS has been instrumental in providing healthcare to some very remote and underserved areas. Our service area is truly frontier.

UNHS has always valued the partnership it has with Utah State University – Blanding campus. Through our partnership, we've been able to educate and train nurses, lab technicians, coders and other healthcare professionals. Without our partnership, it would harder of UNHS to recruit quality talent to some of our remote clinics.

UNHS enthusiastically supports Utah State University's goal of developing a surgical technician program. The program would train local residents to assist with surgical procedures at our local critical access hospital. Additionally, the program would provide work opportunities to the residents of San Juan County – Utah's county with the highest unemployment rate. UNHS will assist Utah State University in every way possible to make the program successful. Any resources of UNHS are available to continue our successful partnership. Please contact me anytime, if you have any questions.

Respectfully requested,

Michael Jensen, CEO
970-570-3173 (cell)
435-651-3713 (office)
mjensen@unhsinc.org

<p>Blanding Family Practice Community Health Center 802 S. 200 W. Blanding, UT 84511 P (435) 678-3601 F (435) 678-3610</p>	<p>Monument Valley Community Health Center P.O. Box 360-005 Monument Valley, UT 84536 P (435) 727-3000 F (435) 727-3001</p>	<p>Montezuma Creek Community Health Center PO Box 130, East Hwy 162 Montezuma Creek, UT 84534 P (435) 651-3291 F (435)-651-3189</p>	<p>Navajo Mountain Community Health Center P.O. Box 10100 Tonalea, AZ 86044 P (928) 672-2494 F (928) 672-2839</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------

23 June 2017

ITEM FOR ACTION

Utah State University's Department of Special Education and Rehabilitation, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Certificate of Proficiency in Rehabilitation Counseling in the manner described below.

EXECUTIVE SUMMARY

The Department of Department of Special Education and Rehabilitation, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Certificate of Proficiency in Rehabilitation Counseling.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to restructure the Certificate of Proficiency in Rehabilitation Counseling in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Special Education and Rehabilitation in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Certificate of Proficiency in Rehabilitation Counseling, and

WHEREAS, The proposed **rehabilitation counseling restructure will better meet the needs of USU students**, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to restructure the Certificate of Proficiency in Rehabilitation Counseling in the Emma Eccles Jones College of Education and Human Services' Department of Special Education and Rehabilitation and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Program Change Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to restructure Certificate of Proficiency in Rehabilitation Counseling effective Summer 2017. This action was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal

Program Change Description/Rationale

Present a brief program change description. Describe the institutional procedures used to arrive at a decision for the change. Briefly indicate why such a change should be initiated. State how the institution and the USHE benefit by the change.

Propose that the Certificate of Proficiency in Rehabilitation Counseling credit hour requirement be changed from 18 credit hours in specific courses, to 16 credit hours of any graduate courses offered through the Rehabilitation Counseling Education program. This change will increase the flexibility by allowing faculty to design specific programs of studies that address emerging areas of professional practice and meet the needs of individual students and groups of students. This change will help faculty to respond to needs in the community and professional field in a more efficient and expeditious manner. Recruitment and enrollment will be enhanced, as will the ability to obtain new federal training grants in the field. USU and USHE will benefit from increased enrollment, increased revenue, and increased recognition at the national level for the training programs offered through the Rehabilitation Counseling Education program.

Consistency with Institutional Mission/Institutional Impact

Explain how the action is consistent with the institution's Regent-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/. Will faculty or staff structures be impacted by the proposed change?

This adjustment will help meet the land grant mission of USU by offering flexibility in training options for Utah residents, as well as individuals living outside the state. As this is a distance-based education program, it can be delivered to any part of the state, including rural areas where access to educational programming is limited. This increases the potential for obtaining federally funded training grants.

Finances

What costs or savings are anticipated from this change? If new funds are required to implement the change, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

This change will result in increased revenue as anticipated by increase in the number of students participating in the certificate program. It will not require any additional courses as the proposal allows more flexible access to existing courses. Anticipate no other financial impact as a result of this change.

23 June 2017

ITEM FOR ACTION

Utah State University's School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Education in Curriculum and Instruction in the manner described below.

EXECUTIVE SUMMARY

The School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Education in Curriculum and Instruction.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to restructure the Master of Education in Curriculum and Instruction in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Education in Curriculum and Instruction, and

WHEREAS, The proposed restructure will **update and streamline the program**, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to restructure the Master of Education in Curriculum and Instruction in the Emma Eccles Jones College of Education and Human Services' School of Teacher Education and Leadership and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Program Change Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to restructure Master of Education in Curriculum and Instruction effective Fall 2017. This action was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal

Program Change Description/Rationale

Present a brief program change description. Describe the institutional procedures used to arrive at a decision for the change. Briefly indicate why such a change should be initiated. State how the institution and the USHE benefit by the change.

The School of Teacher Education and Leadership requests approval to restructure the Master of Education (MEd) programs in Elementary Education and Secondary Education to create a single Master of Education program in Curriculum and Instruction. Since the departments of Elementary Education and Secondary Education were combined in Fall 2008 to create the School of Teacher Education and Leadership the graduate faculty, programs and core courses have been shared, and the programs of study have been updated to reflect the shared nature of the courses. Existing specializations have been refined using elective courses to differentiate the program by both teaching area and elementary or secondary focus.

As part of this restructuring, it is proposed that the following inactive specializations be eliminated:

Educational Leadership
Math and Science Education
Middle Level Education
Art
Business Education
English Education
Marketing Education
Music Education

The following existing specializations will be retained and have been updated. Programs of study are attached:

Early Childhood Education
English as a Second Language
Gifted and Talented Education
Literacy Education*
Social Studies Education
Elementary Mathematics Education**

USHE, USU, and TEAL will benefit by streamlined advising processes, and reduced confusion.

*New name: is currently Reading, Writing, and Language Arts

**New Specialization: is currently a Concentration

Consistency with Institutional Mission/Institutional Impact

Explain how the action is consistent with the institution's Regent-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/. Will faculty or staff structures be impacted by the proposed change?

This change will replace the currently existing Master of Education Degrees in Elementary Education and Secondary Education. It will also remove specializations that no longer exist in practice, and update current active specializations. One

new specialization will be added by changing the current Elementary Mathematics Concentration to become a specialization. The program will be offered statewide via distance education as have two degrees that will be replaced. Faculty teaching and advising roles to support the program will be clarified and simplified.

Finances

What costs or savings are anticipated from this change? If new funds are required to implement the change, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

This is a structural change to streamline and clarify the existing programs. No additional costs are anticipated.

23 June 2017

ITEM FOR ACTION

Utah State University's School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Science in Curriculum and Instruction in the manner described below.

EXECUTIVE SUMMARY

The School of Teacher Education and Leadership, in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Science in Curriculum and Instruction.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to restructure the Master of Science in Curriculum and Instruction in the Emma Eccles Jones College of Education and Human Services.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services proposes restructuring the Master of Science in Curriculum and Instruction, and

WHEREAS, The proposed restructure will **update and streamline the program**, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to restructure the Master of Science in Curriculum and Instruction in the Emma Eccles Jones College of Education and Human Services' School of Teacher Education and Leadership and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Program Change Description - Abbreviated Template

Section I: The Request

Utah State University requests approval to restructure Master of Science in Curriculum and Instruction effective Fall 2017. This action was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal

Program Change Description/Rationale

Present a brief program change description. Describe the institutional procedures used to arrive at a decision for the change. Briefly indicate why such a change should be initiated. State how the institution and the USHE benefit by the change.

The School of Teacher Education and Leadership (TEAL) requests approval to restructure the Master of Science (MS) programs in Elementary Education and Secondary Education to create a single 36 credit Master of Science program in Curriculum and Instruction. Since the departments of Elementary Education and Secondary Education were combined in Fall 2008 to create the School of Teacher Education and Leadership the graduate faculty, programs and core courses have been shared, and the programs of study have been updated to reflect the shared nature of the courses. Existing specializations have been refined using elective courses to differentiate the program by both teaching area and elementary or secondary focus.

Specifically this request is to:

- Combine the Master of Science (MS) programs in Elementary Education and Secondary Education to create a single 36 credit Master of Science program in Curriculum and Instruction.
- Eliminate specializations that have been inactive, some of them for many years. Specializations to be eliminated include:

Educational Leadership
Math and Science Education
Middle Level Education
Art
Business Education
English Education
Marketing Education
Music Education

- Rename Reading Writing and Language Arts to Literacy Education to align with current practice.
- Change Elementary Mathematics Education from a concentration to a specialization.

The following existing specializations will be retained and have been updated. Programs of study are attached:

Early Childhood Education
English as a Second Language
Gifted and Talented Education
Literacy Education*
Social Studies Education
Elementary Mathematics Education**

USHE, USU, and TEAL will benefit by streamlined advising processes, and reduced confusion.

*New name: is currently Reading, Writing, and Language Arts

**New Specialization: is currently a Concentration

Consistency with Institutional Mission/Institutional Impact

Explain how the action is consistent with the institution's Regent-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/. Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/. Will faculty or staff structures be impacted by the proposed change?

This action will remove specializations that no longer exist in practice, and update current active specializations. One new specialization will be added by changing the current Elementary Mathematics Concentration to become a specialization. The program will be available statewide via distance education using both IVC and online/blended delivery as have the Master of Science Programs in Elementary Education and Secondary Education that will be replaced. Faculty teaching and advising roles to support the program will be clarified and simplified.

This is consistent with the graduate education and land-grant missions of USU. Regents Policy R312-6 states: **The land grant designation makes USU responsible for statewide programs in agriculture, business, education, engineering, natural resources, sciences, family life, 4-H youth, and the traditional core of liberal learning: humanities, arts, and social sciences.**
(Bold added)

Finances

What costs or savings are anticipated from this change? If new funds are required to implement the change, indicate expected sources of funds. Describe any budgetary impact on other programs or units within the institution.

This is a structural change to streamline and clarify the existing programs. No additional costs are anticipated.

23 June 2017

ITEM FOR ACTION

Utah State University's Department of Landscape Architecture and Environmental Planning, in the College of Agriculture and Applied Sciences proposes offering a Baccalaureate and Master's degree in Accelerated Masters of Landscape Architecture in the manner described below.

EXECUTIVE SUMMARY

The Department of Landscape Architecture and Environmental Planning, in the College of Agriculture and Applied Sciences proposes offering a Baccalaureate and Master's degree in Accelerated Masters of Landscape Architecture.

RECOMMENDATION

The President and Provost recommend that the Board of Trustees approve the proposal to offer a Baccalaureate and Master's degree in Accelerated Masters of Landscape Architecture in the College of Agriculture and Applied Sciences.

RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES

WHEREAS, Utah State University's Department of Landscape Architecture and Environmental Planning in the College of Agriculture and Applied Sciences proposes offering a Baccalaureate and Master's degree in Accelerated Masters of Landscape Architecture, and

WHEREAS, The proposed degree will allow advanced undergraduates the opportunity to pursue a combined bachelors and masters degree program within an accelerated time frame, and

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

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

NOW THEREFORE BE IT RESOLVED, That the Utah State University Board of Trustees hereby approve the proposal to offer a Baccalaureate and Master's degree in Accelerated Masters of Landscape Architecture in the College of Agriculture and Applied Sciences' Department of Landscape Architecture and Environmental Planning and that this proposal be forwarded to the Utah State Board of Regents of the Utah System of Higher Education.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES

DATE: _____

Utah System of Higher Education Program Description - Full Template

Section I: The Request

Utah State University requests approval to offer the following Baccalaureate and Master's degree(s): Accelerated Masters of Landscape Architecture effective Fall 2017. This program was approved by the institutional Board of Trustees on June 23, 2017.

Section II: Program Proposal

Program Description

Present a complete, formal program description.

Utah State University (USU), College of Agriculture and Applied Sciences (CAAS), Department of Landscape Architecture and Environmental Planning (LAEP) proposes to offer an accelerated Bachelor +Masters of Landscape Architecture (B+MLA) that provides a seamless course of study beginning with pre-graduate studies during the Bachelors of Landscape Architecture (BLA) senior year, completion of Masters of Landscape Architecture graduate studies (MLA) the following year, and conferral of both the BLA and MLA degrees concurrently, similar to a 3+2 graduate program.

The accelerated B+MLA will allow advanced LAEP undergraduates the opportunity to pursue a combined bachelors and masters degree program within an accelerated time frame. This will provide graduates a further competitive advantage in the professional marketplace, will help to stabilize and expand LAEP graduate program recruitment and retention goals, and foster integration and interaction between undergraduate and graduate programs, while maintaining the expectations and disciplinary exposure of each individual degree program.

The mission of the accelerated B+MLA program in Landscape Architecture is to (1) prepare future professionals to address the dynamic issues and scales of landscapes across the Intermountain West and around the world, and (2) engage in creative intellectual work that contributes to the theory and practice of landscape architecture. This mission will be accomplished through a core set of undergraduate and graduate landscape architecture courses and experiences.

Consistency with Institutional Mission

Explain how the program is consistent with the institution's Regents-approved mission, roles, and goals. Institutional mission and roles may be found at higheredutah.org/policies/policyr312/.

The proposed accelerated B+MLA program is consistent with USU's mission "to discover, create, and transmit knowledge through education and training programs at the undergraduate, graduate, and professional levels; through research and development; and through service and extension programs" (R312, 4.1.1). This program specifically addresses USU's goals and objectives for strengthening the graduate program. In addition, the goals of discovery and promotion of excellence in research and scholarship are consistent with this program's focus on producing strong professionals and future leaders in the field of landscape architecture.

The proposed program will benefit the institution by expanding the graduate program offerings. Given that USU is focused on increasing graduate enrollments this program will benefit USU. In terms of benefits to USHE and the state, as noted in the section above, the accelerated B+MLA program will serve the public through learning, discovery, and engagement through a new cadre of professional leaders who can advance the design, planning, and management of natural and built landscapes

across the intermountain west and around the world.

Section III: Needs Assessment

Program Rationale

Describe the institutional procedures used to arrive at a decision to offer the program. Briefly indicate why such a program should be initiated. State how the institution and the USHE benefit by offering the proposed program.

The demand for landscape architecture is strong with projected growth of 5% between 2014 and 2024. Yet, numerous studies continue to confirm that the profession of landscape architecture is growing at a rate well below that needed to meet expected demand. The profession and its professional society, the American Society of Landscape Architects (ASLA), continue to challenge the academic community to accelerate the expansion of education programs to address the shortfall.

Further, the B+MLA program enhances the marketability of students in professional practice in which the master's degree is fast becoming a requirement, even for entry-level positions. In the technical and globally competitive field of landscape architecture, a MLA degree is frequently viewed as the 'working degree'. Graduate study provides the opportunity to deepen students understanding of their discipline. And in fields where there is a shortage of professionals, students benefit by earning their degrees at a faster rate than in conventional degree programs. At present, a number of LAEP BLA students choose to pursue graduate study in other programs, and the opportunity to do so in an accelerated time frame while remaining at USU in LAEP will be an attractive option. This additional source for recruitment will benefit LAEP's graduate program with candidates who are likely to be high quality, as they would have demonstrated an early commitment to the pursuit of a graduate degree and maintained a good academic record within the LAEP program.

Reflecting the growing emphasis and shift toward graduate programs, the most recent data available (2008) indicates that 22 of 36 accredited MLA programs in the United States and Canada are graduate-only programs which require a bachelor's degree for admission. And 5 programs offer a non-baccalaureate MLA degree (2 programs) that begins with undergraduate education but does not offer a baccalaureate degree, or offer a post-baccalaureate MLA degree tied to a BLA or environmental design degree (3 programs). These latter 5 programs are similar to the accelerated B+MLA program proposed by the LAEP program. For example, the University of Arizona (the nearest program offering this option) offers an Accelerated Master's Program where students enrolled in the Bachelors of Architecture or Sustainable Built Environments degree programs may begin working toward a MLA degree concurrently during their third or fourth undergraduate year. And Morgan State University offers a 3+2 BLA+MLA program.

Other programs, such as the Landscape Architecture program at Philadelphia University, offer accelerated 4+1 programs where BLA students may earn other masters degrees, such as in Geodesign (a subfield of landscape architecture), with one additional year of study. Accelerated Masters of Architecture programs, a closely allied field, are also common.

The availability of programs similar to the proposed accelerated B+MLA program in LAEP reflects recognition of the benefits of such a program to increase recruitment and retention of students, while

enhancing the quality of LAEP's graduate program, raising the marketability of graduates, and increased interaction across the graduate and undergraduate programs thereby benefiting the undergraduate program as well.

Labor Market Demand

Provide local, state, and/or national labor market data that speak to the need for this program. Occupational demand, wage, and number of annual openings information may be found at sources such as Utah DWS Occupation Information Data Viewer (jobs.utah.gov/jsp/wi/utalmis/gotoOccinfo.do) and the Occupation Outlook Handbook (www.bls.gov/oco).

In February 2017, indeed.com listed 2,674 landscape architecture jobs that were available in the US. Approximately 472 of these positions indicated a preference for candidates with a MLA or similar graduate degree. In 2016, the American Society of Landscape Architects reported the starting salary for landscape architects with masters degrees to be \$47,600 per year while the starting salary for bachelors degree graduates was \$42,200 annually. During the same year, 51 percent of new graduates reported receiving a masters degree, while 49 percent received a bachelors degree.

The proposed accelerated B+MLA program in Landscape Architecture will respond to these market characteristics by training strong professionals and future leaders in the field of landscape architecture well-positioned to move into professional practice.

Student Demand

Provide evidence of student interest and demand that supports potential program enrollment. Use Appendix D to project five years' enrollments and graduates. Note: If the proposed program is an expansion of an existing program, present several years enrollment trends by headcount and/or by student credit hours that justify expansion.

As shown in the previous section on labor market demand, just over 50 percent of new graduates receive a masters degree in landscape architecture. There is strong demand for the MLA degree. At the same time there are relatively few MLA programs in the Intermountain West, four to six depending on how one defines the region, with the program at the University of Colorado in Denver being the nearest.

Considering the attractiveness of an accelerated B+MLA degree, there is strong initial demand among LAEP's undergraduate students, with a likely applicant pool of 4-6 current junior-year BLA students.

Similar Programs

Are similar programs offered elsewhere in the USHE, the state, or Intermountain Region? If yes, identify the existing program(s) and cite justifications for why the Regents should approve another program of this type. How does the proposed program differ from or compliment similar program(s)?

The Landscape Architecture program at USU is the only such program in Utah; the program at the University of Colorado in Denver being the closest program. Brigham Young University offers a Horticulture degree with an emphasis in landscape design, as does Utah State's Department of Plant Soils and Climate. However, these programs are neither graduate programs or Landscape Architecture programs.

The University of Utah's College of Architecture + Planning does offer masters degrees in allied fields; Master of City & Metropolitan Planning, Masters of Architecture, or Master of Science in Architectural

Studies. Again, these programs are not graduate programs of Landscape Architecture, nor do they offer an accelerated undergraduate/graduate program as is being proposed here.

Collaboration with and Impact on Other USHE Institutions

Indicate if the program will be delivered outside of designated service area; provide justification. Service areas are defined in higheredutah.org/policies/policyr315/. Assess the impact the new program will have on other USHE institutions. Describe any discussions with other institutions pertaining to this program. Include any collaborative efforts that may have been proposed.

Very little impact is expected on other USHE institutions. What impact may occur will be due to LAEP BLA students seeking the proposed accelerated B+MLA degrees rather than pursuing graduate education at another USHE institution, which an average of roughly 3 per year presently do.

Little collaboration with other USHE institutions, other than what presently occurs, is expected given this is an internal integration of existing undergraduate and graduate programs within USU.

External Review and Accreditation

Indicate whether external consultants or, for a career and technical education program, program advisory committee were involved in the development of the proposed program. List the members of the external consultants or advisory committee and briefly describe their activities. If the program will seek special professional accreditation, project anticipated costs and a date for accreditation review.

Both the BLA and MLA degrees are currently accredited by the Landscape Architectural Accreditation Board (LAAB). LAAB will continue to review and accredit these degrees and their integration as accelerated B+MLA degrees. There is precedence for LAAB doing so as they accredit the five similar programs referred to in the Program Rationale section.

Section IV: Program Details

Graduation Standards and Number of Credits

Provide graduation standards. Provide justification if number of credit or clock hours exceeds credit limit for this program type described in R401-3.11, which can be found at higheredutah.org/policies/R401.

The accelerated B+MLA program will essentially be a 3+2 program, conferring both an accredited BLA degree with a concurrent MLA degree. Students in the program will be required to earn a minimum of 120 credits, 9 of which will be graduate credit, toward the BLA and 30 additional graduate credits toward the MLA. The total credit requirements for each respectively meet the minimum requirements for undergraduate and masters degrees at USU. The 9 credits of graduate credit applied to the BLA meets USU's policy for such, and while not counting toward the MLA portion of the B+MLA nevertheless provide additional graduate education exposure.

Independently the BLA program currently requires 120 credits and the 2nd Professional MLA program requires 50 credits for graduation. The accelerated B+MLA program maintains the expectations and disciplinary exposure of each individual degree program, but takes advantage of overlap between the two to reduce the time frame and overall credit load of completing each separately; currently 170 credits 50 of which are graduate credit to 150 credits of which 39 are graduate credit. Accelerating the time frame and

reducing the overall credit load is possible as the credits for one degree provide the additional breadth and depth for the other degree.

Further the MLA degree of the accelerated B+MLA will continue to require the completion of either masters thesis research or project.

Admission Requirements

List admission requirements specific to the proposed program.

Admission to the accelerated B+MLA program will be granted to a small number of highly qualified undergraduate BLA students each year. Students will apply to the accelerated B+MLA degree program by March 15th of their junior year of the BLA program.

Prospective students will submit the standard graduate application through the School of Graduate Studies. Admission criteria will be consistent with USU's School of Graduate Studies requirements, including an undergraduate GPA of at least a 3.0 and GRE scores for the verbal and quantitative areas at the 40th percentile or higher. Applicants will also need to demonstrate, through their statement of interest / letter of intent, fit and research interests that are consistent with current faculty in the program. Admission will be granted by the LAEP faculty with the recommendation of the LAEP Graduate Program Director. Students will be accepted into the accelerated B+MLA program for their fourth/senior undergraduate year, with their program of study amended to reflect the B+MLA program, then matriculated into the graduate program for their fifth/final year of the B+MLA program. Although accepted into the B+MLA program, students will remain enrolled as undergraduate students during their fourth/senior year of the program, although they will enroll in 9 graduate credits, and will be matriculated as graduate students for the final graduate year of the B+MLA program. As these 9 graduate credits count toward the 120 required credits for the BLA degree of the B+MLA, and not toward the additional 30 graduate credits which apply to the MLA of the B+MLA, students will not be required to submit a Split Form to the School of Graduate Studies during that year unless they seek to enroll for additional or early graduate courses applicable to the MLA of the B+MLA.

Once accepted into the accelerated B+MLA program, and following successful completion of their first semester, but prior to the completion of their second semester of B+MLA coursework, students must submit a "Concurrent Graduate Degrees Form" indicating their intention to pursue the MLA degree concurrently.

Curriculum and Degree Map

Use the tables in Appendix A to provide a list of courses and Appendix B to provide a program Degree Map, also referred to as a graduation plan.

Section V: Institution, Faculty, and Staff Support

Institutional Readiness

How do existing administrative structures support the proposed program? Identify new organizational structures that may be needed to deliver the program. Will the proposed program impact the delivery of undergraduate and/or lower-division education? If yes, how?

Current administrative structure that support the MLA graduate program, including support from the Office of Research and Graduate Studies as well as college and departmental infrastructure that are already in place, will be used to support this program. No new support or organizational structure are needed. The accelerated B+MLA program will be administratively housed in the Landscape Architecture and Environmental Planning Department. The staff resources (e.g., Graduate Program Director, Graduate Program Coordinator, and Administrative Assistant) already in place will be used to support this program. This proposed program will have minimal impact on the delivery of undergraduate or graduate courses, other than increased graduate student enrollment and increased interaction between the undergraduate and graduate programs.

Faculty

Describe faculty development activities that will support this program. Will existing faculty/instructors, including teaching/graduate assistants, be sufficient to instruct the program or will additional faculty be recruited? If needed, provide plans and resources to secure qualified faculty. Use Appendix C to provide detail on faculty profiles and new hires.

LAEP department faculty will support the accelerated B+MLA program. No new lines are required for this program as existing faculty can cover program needs. The growth in total number of MLA and B+MLA students in each cohort will be managed to maintain the faculty's ability to cover program needs. As the graduate program grows additional faculty lines would strengthen the program in terms of diversity of course offerings and graduate experiences. Opportunities for targeted hires will be explored over time as such become available.

Staff

Describe the staff development activities that will support this program. Will existing staff such as administrative, secretarial/clerical, laboratory aides, advisors, be sufficient to support the program or will additional staff need to be hired? Provide plans and resources to secure qualified staff, as needed.

Existing staff will be utilized to provide support for the accelerated B+MLA program. Although interdisciplinary, the program will be housed in the LAEP Department where the current staff can provide support for admissions, student tracking, etc. As with all graduate-level program advising, advising duties will be carried by LAEP's graduate faculty as well as the Graduate Program Director.

Student Advisement

Describe how students in the proposed program will be advised.

Students will be advised by the Graduate Program Director at the time they are admitted to the program. Upon selection of a major professor, prior to the end of the student's second semester in the program, the major professor will assume the role of the student's primary advisor through the remainder of the student's time in the program. In addition to their faculty advisor, each student's progress in the program will be reviewed annually by all program faculty in an annual student review meeting. Students will receive written feedback on their progress following this meeting. The feedback will address progress in the areas of:

- Thesis progress
- Progress toward completion of the program
- Didactic coursework

- Other accomplishments and/or concerns

Library and Information Resources

Describe library resources required to offer the proposed program if any. List new library resources to be acquired.

No additional library resources will be needed to support this program. Key journals in the Landscape Architecture area (e.g., Landscape Journal, Journal of Landscape Architecture, Landscape and Urban Planning, Journal of the American Planning Association, Landscape Research Record, etc.) are available digitally through USU's library.

Projected Enrollment and Finance

Use Appendix D to provide projected enrollment and information on related operating expenses and funding sources.

Section VI: Program Evaluation

Program Assessment

Identify program goals. Describe the system of assessment to be used to evaluate and develop the program.

The overall goal of this program is to produce landscape architecture graduates who will be successful in professional settings post-graduation. Data on placement rates of students will be an important metric of success. While in the program, students will be expected to meet certain standards (as described below). Outcomes on these standards will also be used to judge program success.

Student Standards of Performance

List the standards, competencies, and marketable skills students will have achieved at the time of graduation. How and why were these standards and competencies chosen? Include formative and summative assessment measures to be used to determine student learning outcomes.

To assure ongoing excellence in achieving learning outcomes, an assessment process is undertaken by the LAEP Department. The learning objectives included in this process are identified in the Assessment section of the LAEP website, as are the mapping of the intersection of the objectives with specific courses in the program. For the BLA portion of the accelerated B+MLA these standards of performance are found at <https://laep.usu.edu/ou-files/ezplug/uploads/assessment/BLA-Learning-Objectives-09.pdf>. For the MLA portion these standards of performance are found at <https://laep.usu.edu/ou-files/ezplug/uploads/assessment/MLA-Learning-Objectives-09.pdf>. Completion of the accelerated B+MLA program will prepare students as strong professionals and future leaders in the field of landscape architecture well-positioned to move into professional practice.

Appendix A: Program Curriculum

List all courses, including new courses, to be offered in the proposed program by prefix, number, title, and credit hours (or credit equivalences). Indicate new courses with an X in the appropriate columns. The total number of credit hours should reflect the number of credits required to be awarded the degree.

For variable credits, please enter the minimum value in the table for credit hours. To explain variable credit in detail as well as any additional information, use the narrative box at the end of this appendix.

		Course Number	NEW Course	Course Title	Credit Hours
General Education Courses (list specific courses if recommended for this program on Degree Map)					
General Education Credit Hour Sub-Total					34
Required Courses					
+ -		LAEP 1200		2D Graphics	4
+ -		PSC 2620		Woody Plants	3
+ -		LAEP 1350		Theory of Design	4
+ -		LAEP 1300		2D Color Graphics	3
+ -		LAEP 2700		Analysis and Design I	4
+ -		LAEP 2600		Landscape Construction I	4
+ -		LAEP 2720		Analysis and Design II	5
+ -		LAEP 2300		History of Landscape Architecture	3
+ -		LAEP 3600		Landscape Materials	2
+ -		LAEP 3100		Recreation and Open Space	5
+ -		LAEP 3500		Planting Design	4
+ -		LAEP 3300		Advanced Computer Apps	4
+ -		LAEP 2400		3D Color Graphics	3
+ -		LAEP 3400		GeoDesign OR LAEP 3120 Residential Planning and Design)	5
+ -		LAEP 4110		Landscape Construction II	4
+ -		LAEP 4910		Professional Communication and Leadership	3
+ -		SOC 3610		Rural Sociology OR SOC 4620 Environmental Sociology	3
+ -					
+ -				THE FOLLOWING ARE FOR THE BLA OF THE B+MLA	
+ -		LAEP 4100		Urban Theory, Systems and Design	5
+ -		ENG 3080		Intro to Technical Communications	3
+ -		LAEP 4350		Travel Course	1
+ -		LAEP 3700		City and Regional Planning	3
+ -		LAEP 4930		LARE Prep	2
+ -		LAEP 6110		Landscape Ecology	3
+ -		LAEP 6890		Thesis Proposals and Procedures	1
+ -		LAEP 6880		Research Methods	2
+ -		LAEP 6750		Implementation and Regulatory Techniques	3
+ -					
+ -				THE FOLLOWING ARE FOR THE MLA OF THE B+MLA	
+ -		LAEP 6970/6960		MLA Thesis or Project	6
+ -		LAEP 6200		Bioregional Analysis and Planning	5
+ -		LAEP 6930		Reading Seminar 2	1

		Course Number	NEW Course	Course Title	Credit Hours
<input type="radio"/>	<input type="radio"/>	LAEP 6860		Issues in Landscape Architecture	1
<input type="radio"/>	<input type="radio"/>	LAEP 6100		Regional Analysis and Planning	5
<input type="radio"/>	<input type="radio"/>	LAEP 6910		Reading Seminar 1	1
<input type="radio"/>	<input type="radio"/>	LAEP 6740		LA Theory and Methods	3
Choose _____ of the following courses:					
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
Required Course Credit Hour Sub-Total					108
Elective Courses					
<input type="radio"/>	<input type="radio"/>	various		Elective Credits for the MLA of the B+MLA	8
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
Choose _____ of the following courses:					
<input type="radio"/>	<input type="radio"/>				
<input type="radio"/>	<input type="radio"/>				
Elective Credit Hour Sub-Total					8
Core Curriculum Credit Hour Sub-Total					150

Program Curriculum Narrative

Describe any variable credits. You may also include additional curriculum information.

Please see attached course schedule.

Degree Map

Degree maps pertain to undergraduate programs ONLY. Provide a degree map for proposed program. Degree Maps were approved by the State Board of Regents on July 17, 2014 as a degree completion measure. Degree maps or graduation plans are a suggested semester-by-semester class schedule that includes prefix, number, title, and semester hours. For more details see <http://higheredutah.org/pdf/agendas/201407/TAB%20A%202014-7-18.pdf> (Item #3).

Please cut-and-paste the degree map or manually enter the degree map in the table below.

Part III: New Faculty / Staff Projections for Proposed Program

Indicate the number of faculty / staff to be hired in the first three years of the program, if applicable. Include additional cost for these faculty / staff members in Appendix D.

	# Tenured	# Tenure -Track	# Non -Tenure Track	Academic or Industry Credentials Needed	Est. % of time to be dedicated to proposed program.
Faculty: Full Time with Doctorate					
Faculty: Part Time with Doctorate					
Faculty: Full Time with Masters					
Faculty: Part Time with Masters					
Faculty: Full Time with Baccalaureate					
Faculty: Part Time with Baccalaureate					
Teaching / Graduate Assistants					
Staff: Full Time					
Staff: Part Time					

Appendix D: Projected Program Participation and Finance

Part I.

Project the number of students who will be attracted to the proposed program as well as increased expenses, if any. Include new faculty & staff as described in Appendix C.

Three Year Projection: Program Participation and Department Budget						
	Year Preceding Implementation	New Program				
		Year 1	Year 2	Year 3	Year 4	Year 5
Student Data						
# of Majors in Department	21	25	31	32	32	32
# of Majors in Proposed Program(s)		3	7	8	8	8
# of Graduates from Department	6	7	9	12	12	12
# Graduates in New Program(s)		0	3	4	4	4
Department Financial Data						
	Department Budget					
	Year Preceding Implementation (Base Budget)	Year 1	Year 2	Year 3		
		Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)	Addition to Base Budget for New Program(s)		
<i>Project additional expenses associated with offering new program(s). Account for New Faculty as stated in Appendix C, "Faculty Projections."</i>						
EXPENSES – nature of additional costs required for proposed program(s)						
<i>List salary benefits for additional faculty/staff each year the positions will be filled. For example, if hiring faculty in year 2, include expense in years 2 and 3. List one-time operating expenses only in the year expended.</i>						
Personnel (Faculty & Staff Salary & Benefits)						
Operating Expenses (equipment, travel, resources)		\$3,000	\$4,000	\$1,000		
Other:						
TOTAL PROGRAM EXPENSES		\$3,000	\$4,000	\$1,000		
TOTAL EXPENSES	\$0	\$3,000	\$4,000	\$1,000		
FUNDING – source of funding to cover additional costs generated by proposed program(s)						
<i>Describe internal reallocation using Narrative 1 on the following page. Describe new sources of funding using Narrative 2.</i>						
Internal Reallocation		\$3,000	\$4,000	\$1,000		
Appropriation						
Special Legislative Appropriation						
Grants and Contracts						
Special Fees						
Tuition						
Differential Tuition (requires Regents approval)						
PROPOSED PROGRAM FUNDING		\$3,000	\$4,000	\$1,000		
TOTAL DEPARTMENT FUNDING	\$0	\$3,000	\$4,000	\$1,000		
Difference						
Funding - Expense	\$0	\$0	\$0	\$0		

Part II: Expense explanation

Expense Narrative

Describe expenses associated with the proposed program.

Budgets in other programs will not be impacted. The courses required for the accelerated B+MLA program are already being offered in existing programs and there is verified capacity for additional students. Although faculty engaged in the Landscape Architecture graduate program may have additional advisees, this load will be spread out over multiple faculty members with no implications for budgets.

Part III: Describe funding sources

Revenue Narrative 1

Describe what internal reallocations, if applicable, are available and any impact to existing programs or services.

The Landscape Architecture accelerated B+MLA program will utilize existing faculty and courses at USU. No additional funding is required for this program. No external reallocation of funds will be needed to support this program. The accelerated B+MLA program will generate new differential graduate tuition.

Revenue Narrative 2

Describe new funding sources and plans to acquire the funds.

ITEM FOR ACTION

RE: Real Property Acquisition

The real property acquisition described herein is submitted to the Utah State University Board of Trustees for review and approval. The President and Vice President for Business and Finance have reviewed the request and recommend approval.

EXECUTIVE SUMMARY

Utah State University (USU) desires approval for the acquisition of a parcel of land and water shares located at approximately 300 West 8800 North, Richmond, Utah. The property is 40.5 acres in size and adjoins a 38-acre parcel of ground that USU owns as illustrated in Exhibit A. USU will obtain an independent appraisal of the property to establish Fair Market Value (FMV). The property and 30 shares of water will be purchased for the appraised FMV.

The property will allow the Utah Agricultural Experiment Station (UAES) to produce additional feed to support the increased demand for animal research, and will enable UAES to irrigate and produce crops more efficiently on the adjacent farm ground. The source of funding is non-state appropriated funds.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approves the real property acquisition located at approximately 300 West 8800 North, Richmond, Utah.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, Utah State University (USU) desires approval for the acquisition of a parcel of land and water shares located at approximately 300 West 8800 North, Richmond, Utah; and

WHEREAS, The property is 40.5 acres in size and adjoins a 38-acre parcel of ground that USU owns as illustrated in Exhibit A; and

WHEREAS, USU will obtain an independent appraisal of the property to establish Fair Market Value (FMV); and

WHEREAS, The property and 30 shares of water will be purchased for the appraised FMV; and

WHEREAS, The property will allow the Utah Agricultural Experiment Station (UAES) to produce additional feed to support the increased demand for animal research, and will enable UAES to irrigate and produce crops more efficiently on the adjacent farm ground; and

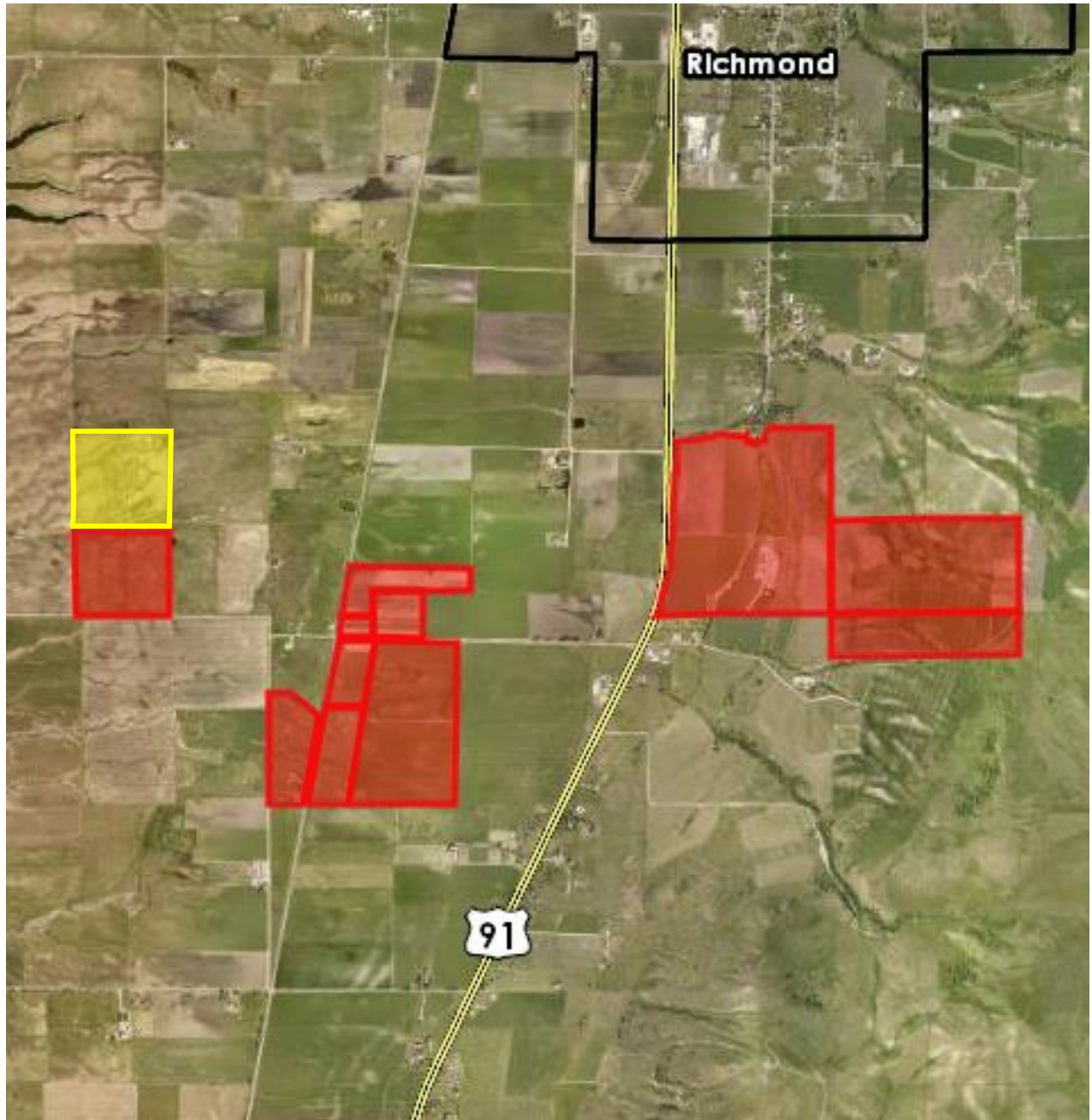
WHEREAS, The source of funding is non-state appropriated funds:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the real property acquisition located at approximately 300 West 8800 North, Richmond, Utah.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date

EXHIBIT A



-  Property Acquisition
-  USU Property

23 June 2017

ITEM FOR ACTION

RE: Request Approval to Enter into a Long-Term Lease Agreement

Details of the request to enter into a long-term lease agreement described below are submitted to the Utah State University Board of Trustees for review and approval. The President and Vice President for Business and Finance have reviewed the request and recommend approval.

EXECUTIVE SUMMARY

Utah State University desires approval to enter into a long-term lease agreement with LSREF4 DUAL, LLC for 33,600 square feet of commercial space located at 920 West LeVoy Drive, Taylorsville, Utah to relocate the USU Salt Lake Educational Center. The proposed lease would begin November 1, 2017 for a 15-year term with options to extend the lease for two additional five-year terms at Fair Market Value. The proposed lease rate is \$19.50/sf with typical escalation for inflation over the life of the lease. The source of funding for lease payments will be from revenues generated from the instructional activities at the Center.

Since 2007, the USU Salt Lake Educational Center has leased space from the Granite School District. The current lease ends December 31, 2017. The Granite School District has notified the University that it does not intend to renew the lease agreement due to the Granite School District Technical Institute's need for additional space.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the request to enter into a long-term lease agreement to relocate the USU Salt Lake Educational Center.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, Utah State University desires approval to enter into a long-term lease agreement with LSREF4 DUAL, LLC for 33,600 square feet of commercial space located at 920 West LeVoy Drive, Taylorsville, Utah to relocate the USU Salt Lake Educational Center; and

WHEREAS, The proposed lease would begin November 1, 2017 for a 15-year term with options to extend the lease for two additional five-year terms at Fair Market Value; and

WHEREAS, The proposed lease rate is \$19.50/sf with typical escalation for inflation over the life of the lease; and

WHEREAS, The source of funding for lease payments will be from revenues generated from the instructional activities at the Center; and

WHEREAS, Since 2007, the USU Salt Lake Educational Center has leased space from the Granite School District; and

WHEREAS, The current lease ends December 31, 2017; and

WHEREAS, The Granite School District has notified the University that it does not intend to renew the lease agreement due to the Granite School District Technical Institute's need for additional space:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the request to enter into a long-term lease agreement to relocate the USU Salt Lake Educational Center.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date

ITEM FOR ACTION**RE: Utah State University 2017-18 Budgets**

Information related to the Utah State University 2017-18 budgets is submitted to the Board of Trustees for consideration. The budget information has received the appropriate administrative review and approval.

EXECUTIVE SUMMARY**State Appropriated Line Items**

The total of the 2017-18 state appropriated budget for all line items is \$355,582,100. This budget is based on the following sources of revenue:

<u>Revenue Source</u>	
State Tax Funds	\$201,666,000
Dedicated Credits (Tuition)	147,801,000
All Other Funds	<u>6,115,100</u>
Total	<u>\$355,582,100</u>

Auxiliary Enterprises

The total of the 2017-18 Auxiliary Enterprises budgets are:

USU \$42,036,766 USU-Eastern \$3,095,000

Service Enterprises

The total of the 2017-18 Service Enterprises budgets are:

USU \$11,383,051 USU-Eastern \$279,050

Athletics

The total of the 2017-18 Athletics budgets are:

USU "Aggies" \$34,933,622 USU-Eastern "Eagles" \$1,227,200

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Board of Trustees approve the Utah State University 2017-18 budgets as presented.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, Utah State University, a major Research I University, receives substantial state appropriations and student tuition for its operation; and

WHEREAS, The total of the 2017-18 state appropriated budget for all line items is \$355,582,100; and

WHEREAS, The \$355,582,100 budget is based on different revenue sources, including \$201,666,000 State Tax Funds, \$147,801,000 Dedicated Credits (Tuition), and \$6,115,100 All Other Funds; and

WHEREAS, the total of the 2017-18 Auxiliary Enterprises budgets are:
USU \$42,036,766 USU-Eastern \$3,095,000

WHEREAS, the total of the 2017-18 Service Enterprises budgets are:
USU \$11,383,051 USU-Eastern \$279,050

WHEREAS, the total of the 2017-18 Athletics budgets are:
USU "Aggies" \$34,933,622 USU-Eastern "Eagles" \$1,227,200

WHEREAS, The Utah State University 2017-18 budgets have been duly considered and approved by the central administration; and

WHEREAS, The President and Vice President for Business and Finance recommend approval of the Utah State University 2017-18 budgets by the Board of Trustees:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees hereby approves the Utah State University 2017-18 budgets as presented.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date



2017-18 STATE APPROPRIATED BUDGET

Education & General	\$249,387,300
Veterinary Medicine	5,048,200
O&M	3,205,900
Uintah Basin Campus	6,692,200
Southeastern Utah Campus	2,451,400
Brigham City Campus	18,746,700
Tooele/Wasatch Campus	12,816,200
Agricultural Experiment Station	14,954,600
Utah Water Research Laboratory	3,891,400
Cooperative Extension	17,154,800
Educationally Disadvantaged	100,000
USU-Eastern - Price	14,984,200
USU-Eastern - San Juan	4,174,600
USU-Eastern - Prehistoric Museum	457,100
USU-Eastern - Educationally Disadvantaged	105,000
USU-Eastern - Workforce Education	1,412,500
TOTAL - ALL LINES	\$355,582,100

NOTES

Adjusted authorized budget

- Appropriated budget plus:
 - Tuition adjustments (e.g., tuition increases)
 - Adjustments between line items
 - Legislative allocation error corrections



**Auxiliary Enterprises
2017-18 Operating Budgets**

Budget Category	Bookstores (Multi-campus)	Dining Services	Parking Operations	Student Health Center	Student Housing	Taggart Student Center	University Inn	TOTAL
Budgeted Operating Revenue	\$8,370,521	\$10,186,949	\$2,101,710	\$2,068,855	\$14,639,482	\$2,150,847	\$1,094,069	\$40,612,433
Other Revenue ¹					\$50,000	\$1,374,333		\$1,424,333
Budgeted Expenses (including COGS)	\$8,203,660	\$9,789,181	\$1,039,756	\$2,028,794	\$8,936,020	\$1,886,793	\$948,687	\$32,832,891
Budgeted Net Revenue	\$166,861	\$397,768	\$1,061,954	\$40,061	\$5,753,462	\$1,638,387	\$145,382	\$9,203,875
<u>Budgeted Transfers</u>								
Mandatory (Debt Service on Pledged Units)		(\$310,353)	(\$447,049)		(\$4,962,862)	\$0		(\$5,720,264)
Non-Mandatory	(\$63,812)	(\$60,908)	(\$141,132)		(\$68,443)	(\$600,091)	(\$64,961)	(\$999,347)
Subtotal - Budgeted Transfers	(\$63,812)	(\$371,261)	(\$588,181)	\$0	(\$5,031,305)	(\$600,091)	(\$64,961)	(\$6,719,611)
Available for Repairs/Replacement and Contingency ²	\$103,049	\$26,507	\$473,773	\$40,061	\$722,157	\$1,038,296	\$80,421	\$2,484,264

¹Other Revenue Source: Student Housing - land grant interest; Taggart Student Center - student building fees

²Mandatory transfer for pledged units; non-mandatory transfer for non-pledged units

**Service Enterprises
2017-18 Operating Budgets**

Budget Category	Distribution Center/Mailing Bureau	Information Technology	Motor Pool	Publication Design & Production	Surplus Property	TOTAL
Budgeted Operating Revenue	\$663,570	\$7,863,837	\$1,428,366	\$1,259,278	\$168,000	\$11,383,051
Budgeted Expenses (including COGS)	\$652,740	\$7,771,500	\$1,338,066	\$1,230,575	\$166,000	\$11,158,881
Budgeted Net Revenue	\$10,830	\$92,337	\$90,300	\$28,703	\$2,000	\$224,170



USU-Eastern
Auxiliary Enterprises
2017-18 Operating Budgets

Budget Category	Bookstore	Dining Services	Student Housing	Student Center	TOTAL
Budgeted Operating Revenue	\$910,000	\$1,000,000	\$1,100,000	\$85,000	\$3,095,000
Budgeted Expenses (including COGS)	\$910,000	\$975,000	\$800,000	\$35,000	\$2,720,000
Budgeted Loan Payment			\$193,000		\$193,000
Budgeted Net Revenue	\$0	\$25,000	\$107,000	\$50,000	\$182,000

USU-Eastern
Service Enterprises
2017-18 Operating Budgets

Budget Category	Mailing Bureau	Telephone Services	Motor Pool	Printing Services	Fuel Tank	TOTAL
Budgeted Operating Revenue	\$21,250	\$65,000	\$170,000	\$20,300	\$2,500	\$279,050
Budgeted Expenses (including COGS)	\$21,000	\$50,000	\$170,000	\$18,000	\$2,200	\$261,200
Budgeted Net Revenue	\$250	\$15,000	\$0	\$2,300	\$300	\$17,850

**Utah State University
Athletics Department
Operating Budget
2017-2018**

Revenues	
Institutional Support	\$12,255,952
Student Fees	5,100,208
Football	5,190,190
Men's Basketball	738,000
Big Blue Scholarship Fund	2,436,500
Sponsorships	1,644,000
NCAA / MWC	3,833,421
Endowment Earnings	160,350
Other Athletics Revenues	1,675,001
Indirect Facilities & Admin	1,900,000
Total Revenues	\$34,933,622

Expenses	
Compensation	\$12,194,254
<u>Operating</u>	
Men's Varsity Sports Programs	8,043,749
Women's Varsity Sports Programs	4,917,132
Administrative Units	9,759,793
Total Expenses	\$34,914,928

Balance	\$18,694
----------------	-----------------



**Utah State University Eastern
Athletics Department
Operating Budget
2017-2018**

Revenues	
Institutional Support	\$ 1,085,200
Student Fees	35,000
Advertising/Donations	25,000
Camps/Other	30,000
Ticket Sales	15,000
Concessions	12,000
Boosters	25,000
Total Revenues	\$ 1,227,200

Expenses	
Compensation	\$ 566,700
<u>Operating</u>	
Men's Sports	305,000
Women's Sports	275,000
Co-Ed Sports	15,000
Administrative	65,500
Total Expenses	\$ 1,227,200

Balance	\$ -
----------------	-------------



ITEM FOR ACTION

RE: Capital Development Priority List for Fiscal Year 2018-19

The Utah State University Capital Development Priority List for Fiscal Year 2018-19 is being presented for the Board of Trustees' consideration. The Capital Development Priority List has received the appropriate administrative review and approval.

EXECUTIVE SUMMARY

STATE FUNDED REQUESTS

Utah State University is allowed to submit two projects for ranking by the Board of Regents Capital Development Prioritization (CDP) process. The priorities this year are the Biology and Natural Resource Building Renovation project and the Center for Languages and Cultures.

NON-STATE FUNDED REQUESTS

Utah State University will submit the Phase II Space Dynamics Lab building to the Board of Regents and the upcoming Legislative Session.

FIVE YEAR PLAN

The Five Year Plan is included for information only.

Operation and Maintenance (O&M) costs will be requested at the appropriate time on the projects that are qualified to receive state funding.

RECOMMENDATION

The President and Vice President for Business and Finance recommend that the Utah State University Capital Development Priority List for Fiscal Year 2018-19 be approved as presented.

**RESOLUTION
UTAH STATE UNIVERSITY
BOARD OF TRUSTEES**

WHEREAS, The Utah Legislature appropriates state funds for the purpose of capital facilities development; and

WHEREAS, Utah State University is required to submit its prioritized recommendation for such projects to the Board of Regents after presentation to the USU Board of Trustees; and

WHEREAS, Utah State University considers all capital facility development requests received from colleges and departments in developing the Capital Development Priority List; and

WHEREAS, The President and Vice President for Business and Finance have reviewed the Capital Development Priority List for Fiscal Year 2018-19 and recommend its approval to the USU Board of Trustees; and

WHEREAS, The USU Board of Trustees has reviewed and given due consideration to the Capital Development Priority List for Fiscal Year 2018-19:

NOW, THEREFORE, BE IT RESOLVED, That the USU Board of Trustees hereby approves the Capital Development Priority List for Fiscal Year 2018-19 as presented.

RESOLUTION APPROVED BY THE BOARD OF TRUSTEES:

Date

**PROPOSED
Capital Development List
FY 2019**

Project Name **Approximate Budget**

STATE FUNDED REQUESTS

Logan

Biology and Natural Resources Building Renovation \$26,000,000

Center for Languages and Cultures \$20,000,000

NON-STATE FUNDED PROJECTS

Phase II Space Dynamics Lab Building \$31,300,000

Utah State University 5-Year Plan FY 2019

STATE FUNDED PROJECTS

Biology and Natural Resources Renovation

The Biology and Natural Resources Building (BNR) renovation consists of 50,000 GSF of renovated space, 3,000 GSF of new study space, and 7,000 GSF of new building service space.

Programming for this project has been completed and has provided a cost effective approach for utilizing new and renovated space for teaching and research labs, classrooms, study space, and offices. The renovation of these spaces along with the construction of the recently funded new science building are required to meet the needs of nearly 600 undergraduate biology majors, as well as hundreds of non-majors who are preparing for careers in the health professions, agriculture, and natural resources.

The renovation of BNR will include the addition of a new circulation tower on the NW corner to serve all four levels. This addition provides needed ADA, restroom, exit stair, and elevator upgrades for the building. A 2,000 NSF addition to the west entrance will provide a lobby and student study space outside the 300 seat auditorium. The BNR does not currently have any study or collaboration space available for students.

Space projections and allocations are based on the program completed for the project in the spring of 2016. Compatibility of space function and type within the BNR were considered and prioritized to minimize cost and maximize efficiency and functionality for the renovation.

Approximate Budget \$26,000,000

Center for Languages and Cultures

This project will construct a 56,000 GSF facility adjacent to the Ray B. West building which is home to the English Department in the College of Humanities and Social Sciences (CHaSS).

The College is planning to consolidate CHaSS departments and programs into buildings in the vicinity of the Ray B. West Building and Old Main. Portions of the College's programs are currently fragmented in buildings across the campus. The new building will be sited in the area between Ray B. West and Old Main, at the SW corner of the Quad. It will house units of the Department of Languages, Philosophy, and Communication Studies; Department of Sociology, Social Work, and Anthropology; the Anthropology Museum; Utah Public Radio studios and offices; and new class labs, seminar rooms, and student study spaces. Ray B. West will continue to house the English Department and Old Main will house the CHaSS administration, most of the

remaining CHaSS departments, and new classrooms to be created from some of the spaces opened by the movement of units to the new building.

Approximate Budget \$20,000,000

Ray B. West Renovation

The Ray B. West building is a 30,000 GSF historic building in need of an extensive renovation to improve safety and functionality. It was built in 1918 on a prominent site on the south side of the Quad. This area is considered the heart of the campus and is highly valued for its historical value, open spaces, and beautiful vistas. The building is occupied primarily by the English Department, within the College of Humanities and Social Sciences (CHaSS) and is used for classrooms and office functions.

The renovation will be possible once the Center for Languages and Cultures has been completed, and is considered a second phase of the CHaSS building project. Once the new building has been completed, the English Department will be able to temporarily use the new space while the renovation is underway. Ray B. West will be the permanent home for the English Department once the renovation is complete.

Approximate Budget \$7,000,000

Student Center

The New Student Center project will provide approximately 250,000 – 300,000 GSF to replace the existing aging Taggart Student Center. It will consolidate several other student programs housed in other buildings on campus. The new Student Center is proposed to replace several buildings to the north of the existing building, including the Military Science and Big Blue Parking Terrace. This site sits in the heart of the Student Services District, with prominent street frontage at the west entrance to campus and along 700 North, the main campus circulation corridor. The building will sit opposite the new Aggie Recreation Center and Aggie Legacy Fields, reinforcing and complimenting the student activities taking place in those facilities. Underground parking will be included in the new structure.

Approximate Budget \$110,000,000

Animal Science Renovation

The existing Animal Science building located on the north side of the Quad is a highly valued historic building. It occupies a major presence on the Quad and has served a variety of functions throughout its life. The building is constructed of un-reinforced masonry and has concrete floors and a timber roof. The roof is structurally deficient and is not connected to the walls other than by gravity. The building has no air conditioning and occupants struggle during the summer

months to keep computers operating. The open stairway is a life safety concern and needs to be addressed because in the event of a fire it would act as a chimney.

Approximate Budget \$15,000,000

Health, Physical Education, and Recreation (HPER) Renovation/Addition

The HPER building was constructed in 1972 and was projected to support a student population of 12,000. The main purpose for the facility is to serve the instructional needs of the Emma Eccles Jones College of Education and Human Services as it prepares students to serve in the areas of physical education, parks and recreation, and other exercise careers. The present on-campus student population is approximately 17,900 and the existing facility is inadequate for the instructional needs of the University, much less the recreational needs of its students. Class scheduling is limited by the space available and recreational use is crowded out by class time. This project adds approximately 80,000 square feet of new space for additional classrooms and labs for exercise physiology and cardiovascular research as well as gymnasias, ball courts, weight training, and instructional space for rock climbing. In addition, a number of much-needed repairs and upgrades to the existing mechanical systems will be implemented. The swimming pools have rust stains around the edges of the pools indicating that the steel reinforcing the concrete is corroding and there is public concern about the ability to maintain a sanitary environment for students and visitors.

Approximate Budget: \$45,000,000

NON-STATE FUNDED PROJECTS

Phase II Space Dynamics Lab

The USU Research Foundation seeks to add a second phase to the Space Dynamics Lab (SDL) building on the Innovation Campus. The USU Research Foundation's existing facilities have reached max capacity and are limiting new growth to the foundation. Currently, the Research Foundation is housed in eleven separate buildings on the Innovation Campus. The new facility will allow for growth and consolidation and eliminate the need for building modifications in leased spaces.

The SDL building Phase II will occupy the site directly to the south of the Phase I building which is currently under construction and scheduled to be completed in the fall of 2017.

The SDL building will include offices, electronics and computer testing labs, computer server rooms, and conference rooms. The building will require a high level of security. It will have secure space, with redundant power, and intensive HVAC cooling requirements.

Approximate Budget: \$31,300,000

Phase II Housing – Mountain View Residence Hall Replacement

The Mountain View Residence Hall replacement will include the demolition of an aging high rise residence hall on central campus. A new residence hall will replace the beds and provide approximately a five percent increase to accommodate future growth. The existing facility has many structural and code deficiencies, and is in need of major upgrades to systems including an elevator replacement. It is also traditional dormitory style housing, which is not desirable to the contemporary student body.

The new building will implement the second phase proposed by the Master Plan for housing replacement in the North Core District of central campus. The site is adjacent to the existing building to be demolished, and will have convenient access to parking, recreation, and dining services.

Approximate Budget: \$30,000,000

Interlocking Cross Laminated Timber Building – Kaysville

The Interlocking Cross-Laminated Timber (ICLT) Building will be a new building on the USU Utah Botanical Center Campus in Kaysville. The building will be approximately 4,000 GSF and will function as a large classroom for USU Extension and community programs and as event space serving up to 175 people. It will include a pavilion to support edible demonstration garden events, a demonstration kitchen/teaching kitchen, and an interpretive display of the building's design and technology. Funding for design and engineering is paid via a grant from the United States Forest Service (USFS). The actual building costs (materials, construction, and soft costs) will be funded primarily through private donations.

The building design was funded with a grant from the USFS to explore innovative building technologies using large timbers salvaged from beetle killed or fire killed trees. This technology is an efficient and sustainable alternative building technique making use of wood that otherwise is considered waste.

Approximate Budget: \$1,500,000