

**MINUTES OF THE BOARD OF TRUSTEES OF
STATE INSTITUTIONS OF HIGHER LEARNING
May 19, 2005**

BE IT REMEMBERED, That the Board of Trustees of State Institutions of Higher Learning of the State of Mississippi met in a regular session at the Board Office in Jackson, Mississippi, at 8:30 a.m., and pursuant to notice in writing mailed by certified letter with return receipt requested on May 9, 2005, to each and every member of said Board, said date being at least five days prior to this May 19, 2005 meeting. At the above-named place there were present the following members to wit: Mr. H. Ed Blakeslee, Mr. Thomas W. Colbert, Dr. Stacy Davidson, Mr. Roy Klumb, Dr. D. E. Magee, Jr., Dr. Bettye Henderson Neely, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin J. Robinson, Mr. Scott Ross, and Ms. Amy Whitten. Mr. Aubrey B. Patterson was absent. The meeting was called to order and opened with prayer by Ms. Virginia Shanteau Newton, President.

ANNOUNCEMENTS

1. Ms. Newton reiterated the operating principles adopted by the Board in its *Governance Model*. Those principles include the following:
 - Focus on policies, goals, and strategic direction, resisting all steps to micromanage and direct involvement at the operational level of the universities.
 - Let higher education professionals (the Institutional Executive Officers and the Commissioner) perform their leadership responsibilities and hold them accountable for attaining agreed upon goals.
 - Approach all decisions from the perspective of what is best for the State of Mississippi and the students of our universities.
 - Ensure that all Board members set aside institutional loyalties and allegiance.
 - Maintain trust, respect and open dialog among Board members.
 - Make changes in the Board's structure and agenda so that Board meetings are less chaotic and more effective.
 - Bring clarity in roles, responsibilities, and relationships among Board members, the Institutional Executive Officers, and the Commissioner.
2. Ms. Newton set out her goals for this year.
 - a. Implementation of the new *Governance Model*.
 - b. Final resolution of the allocation model and the funding formula. Stabilized funding is a goal but it is dependent on others.
 - c. Achieve a better understanding of the academic area. At the planning retreat, the Board agreed to hold at least one educational session a year to discuss the issues of faculty tenure and academics. Ms. Newton asked Dr. Crofts and his staff to develop an educational session regarding faculty, how one seeks and achieves tenure, the role of department chairs and deans, and the philosophy of shared governance.

With the establishment of new committees, the following assumptions were made. 1) All *Ayers* implementation issues will be considered by the appropriate standing committee. There will not be a separate committee for *Ayers*. 2) The Black History Month is a task force to be appointed at the appropriate time. 3) The Legislative Committee is a staff function with Board support. Board members will be utilized as necessary for their various contacts. 4) Additional *ad hoc* committees and task forces will be appointed on an as needed basis.
3. Ms. Newton thanked Dr. Crofts and the professional staff for their efforts yesterday to carry out the work as prescribed.
4. Ms. Newton remarked that in the past the universities have graciously hosted the Board dinners on the Wednesday nights before the Board meetings. At the planning retreat, the Board agreed that having a dinner every month was not in order. There will not be monthly dinners.

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5. Not all of the campus Board meetings have been scheduled yet. The IEOs will be contacted about hosting the meetings.
6. Last month saw the introduction of a Commissioner's Report which gives the Commissioner an opportunity to report different activities.
7. Ms. Newton and the Commissioner are working on developing a consent agenda to handle the routine items that should not mandate much discussion before the Board gives its approval. This will be implemented next month.
8. Ms. Newton congratulated Mr. Thomas Colbert who was named to the 2005 Mississippi Business Hall of Fame. Mr. Colbert thanked Ms. Newton.
9. Ms. Newton also congratulated Mr. Scott Ross for his victory in the primary for the election of Mayor of West Point.

APPROVAL OF THE MINUTES

On motion by Mr. Blakeslee, seconded by Dr. Davidson, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Minutes of the Board meeting held on April 19, 2005 and the special Board meeting held on May 6, 2005, stand approved.

UNANIMOUS CONSENT

On motion by Mr. Blakeslee, seconded by Mr. Klumb, with Mr. Patterson absent and not voting, it was

RESOLVED, That consent to be considered is granted to all items not previously placed on the agenda and hereinafter reported.

EDUCATIONAL POLICIES & PROGRAMS AGENDA

Presented by Dr. Bettye Neely, Chair

On motion by Dr. Neely, seconded by Mr. Klumb, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Educational Policies & Programs Agenda. Agenda item #2 was approved on a separate motion by Dr. Neely, seconded Ms. Whitten, with Mr. Patterson absent and not voting. Agenda item #3 was approved on a separate motion by Dr. Neely, seconded Mr. Blakeslee, with Mr. Patterson absent and not voting. Agenda item #4 was approved on a separate motion by Dr. Neely, seconded Dr. Davidson, with Mr. Patterson absent and not voting.

1. **System Administration** - Approved the proposed amendment to the *Board Policies and Bylaws* by renumbering 501.05 Academic Class Calendar as 501.06 and the addition of 501.05 Inventory of Academic Programs, as follows:

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501.05 INVENTORY OF ACADEMIC PROGRAMS

The Office of the Commissioner of Higher Education will maintain an accurate and current inventory of all academic programs approved by the Board of Trustees of State Institutions of Higher Learning. A revised copy of the inventory will be made available to the Board following every meeting where changes in the inventory are approved. Each Institutional Executive Officer shall be responsible for ensuring that all institutional publications list academic offerings in a manner consistent with the approved inventory of academic programs maintained by the Office of the Commissioner of Higher Education.

* *Board Policies and Bylaws* 501.05 Academic Class Calendar will be renumbered as 501.06.

2. **System Administration** - Approved the proposed amendments to the *Board Policies and Bylaws* – 601.02 Freshman Admission Requirements for University System Institutions. **(See Exhibit 1.)**
3. **System Administration** - Approved the establishment of the following degree programs at MVSU:
 - a. A Bachelor of Science in Special Education degree program (CIP 13.1001) within the Department of Education in the College of Education as authorized by the *Ayers Settlement Agreement* and
 - b. A Master of Education in Educational Leadership degree program (CIP 13.0401) within the Department of Education in the College of Education as authorized by the *Ayers Settlement Agreement*.
4. **System Administration** - Approved provisional accreditation without recommendations for Coahoma Community College's Associate Degree in Nursing Program, based on the Accreditation Review Committee's Evaluation of the Site Visitors' Report.
5. **System Administration (Information item.)** - The Board received the *Academic and Administrative Guidelines* for informational purposes. A copy is included in the bound *May 19, 2005 Board Working File*.

ANNOUNCEMENT

Ms. Newton recognized Dr. Andy Mullins, Executive Assistant to the Chancellor at The University of Mississippi. Dr. Mullins introduced Dr. Tim Letzring and his advanced public policy class in education. Every year Dr. Letzring's class attends one of the Board meetings to observe this Board and other education entities.

BUDGET, FINANCE & AUDIT AGENDA

Presented by Ms. Virginia Shanteau Newton, President

On motion by Ms. Whitten, seconded by Dr. Neely, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Budget, Finance & Audit Agenda. Agenda item #2 was approved on a separate motion by Ms. Robinson, seconded by Mr. Blakeslee, with Mr. Patterson absent and not voting. Agenda item #3 was approved on a separate motion by Ms. Robinson, seconded by Ms. Whitten, with Mr. Patterson absent and not

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voting. Agenda item #4 was approved on a separate motion by Ms. Robinson, seconded by Dr. Magee, with Mr. Patterson absent and not voting. **AGENDA ITEMS #5 and #7 WERE APPROVED AS SHOWN BELOW.** Agenda item #6 was approved on a separate motion by Ms. Whitten, seconded by Dr. Davidson, with Mr. Patterson absent and not voting.

1. **System Administration** - Approved the following contracts for UMMC:

- a. A renewal agreement with Ft. Worth M. R. S., Inc., doing business as Medical Receivables Specialists (“MRS”), to provide an accounts receivable management program for insurance follow-up on patient accounts with balances in small financial classes. The one-year renewal is for the period July 1, 2005 through June 30, 2006, based on \$8.50 per claim filed and will not exceed \$600,000. A copy of the contract is included in the *May 19, 2005 Board Working File*.
- b. A renewal agreement with Kforce, Inc. to provide services for, but not limited to, medical records coding, clinic coding, assembly and analysis, Cancer Registry, and transcription and trauma registry services by Health Information Management Consultants. The agreement is for the period July 1, 2005 through June 30, 2006 and will not exceed \$1,000,000. A copy of the contract is included in the *May 19, 2005 Board Working File*.

2. **System Administration** - Approved the professional school tuition changes at UM beginning Fiscal Year 2006 (effective Fall 2005), pursuant to Board Policy #702.04 Approval Process which allows for a 30-day period of review and comment before final action is taken. The changes are as follows:

- a. Implement a three-year tuition plan for the School of Law.

Resident Portion

	<u>Current</u>	<u>\$ Increase</u>	<u>Proposed</u>	<u>% Increase</u>
Yr 1 (FY 05-06)	\$7,210	\$310	\$7,520	4.3%
Yr 2 (FY 06-07)		\$300	\$7,820	4.0%
Yr 3 (FY 07-08)		\$300	\$8,120	3.8%

Non-Resident Surcharge

	<u>Current</u>	<u>\$ Increase</u>	<u>Proposed</u>	<u>% Increase</u>
Yr 1 (FY 05-06)	\$6,170	\$210	\$6,380	3.4%
Yr 2 (FY 06-07)		\$700	\$7,080	11.0%
Yr 3 (FY 07-08)		\$1,200	\$8,280	16.9%

- b. Revise tuition basis for Pre-Pharmacy students, assessing the same tuition rate as approved for P1 and P2 classifications.
(Using the current fiscal year, 2004-05 as an example)

<u>General Tuition</u>	<u>Pharmacy P1 & P2</u>	<u>\$ Increase</u>
\$4,110	\$5,178	\$1,068

3. **System Administration** - Approved the proposed amendments to the *Board Policies and Bylaws* – 401.0102 Delegation of Authority – for first reading, as follows:

401.0102 DELEGATION OF AUTHORITY

Acting under appropriate statutory authority, the Board of Trustees hereby empowers the Commissioner and the Institutional Executive Officers of the several institutions to make all appointments and promotions of faculty and staff except as otherwise noted below:

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- a. Board approval shall be required for creation, appointment, elimination, or significant modification of the position of Vice Chancellor, Provost, Vice President, Dean, or Associate/Assistant Provost, Vice President or Vice Chancellor who supervises Deans. Board approval shall also be required for the appointment of any employee making a salary of \$50,000 or more.
- b. Board approval shall be required for the award of tenure, the final, involuntary separation of an employee to be effective during the term of an employment contract, and where applicable creation, elimination, or modification of categories of appointments as approved by the Board.
- c. Acceptance of the resignation of an employee with a written contract on behalf of the Board may be made by the Commissioner for the System Office and the Institutional Executive Officers of the several institutions.

~~The Commissioner shall prepare and submit quarterly reports of employment for election by the Board in accordance with Miss. Code Ann., §37-101-15(f), as amended.~~

- d. In accordance with Miss. Code Ann., §37-101-7, as amended, the Board delegates to the Commissioner the authority to approve the quarterly reports of employment from the several institutions.

4. **System Administration** - Approved the following funding priorities for the Fiscal Year 2007 appropriation request:
 - a. *Ayers* Settlement Funding;
 - b. Stable funding for the base budget (i.e., replacing one time monies with general fund monies);
 - c. Full funding using the funding formula;
 - d. Multi-year salary increases;
 - e. Funding to cover the increased cost of doing business (as measured by increases in the Higher Education Price Index and by costs to operate new and renovated buildings);
 - f. Funding for unfunded built-ins;
 - g. Full funding for State Financial Aid; and
 - h. Capital Renewal Funding (deferred maintenance).
5. **System Administration** - Proposed rate increases for student room and board fees. **(See Exhibit 2.) A motion was made by Mr. Blakeslee, seconded by Ms. Robinson, to adopt the proposed rate increases for student room and board fees. Board Policy #702.04, Approval Process, mandates that a 30-day period of review be observed. This item will be brought back for final approval at the June Board meeting.** The motion passed on a 9 to 2 vote, with Mr. Aubrey Patterson absent and not voting. Board members voting for the motion were: Mr. Ed Blakeslee, Mr. Thomas Colbert, Dr. Stacy Davidson, Dr. D. E. Magee, Dr. Bettye Neely, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin Robinson, and Mr. Scott Ross. **Mr. Roy Klumb and Ms. Amy Whitten voted against the motion.**
6. **System Administration** - Approved the FY 2006 salary increase guidelines, as follows: State funds will not be appropriated for salary increases for FY 2006. If the financial condition of the institution or agency permits, other funds may be used to award salary increases for meritorious performance, market adjustments, or equity adjustments at the discretion of the Institutional Executive Officer.

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7. **System Administration** - FY 2006 allocation of state appropriations.
A motion was made by Ms. Whitten, seconded by Mr. Blakeslee, to adopt funding model #3 for the FY 2006 allocation of state appropriations.

An amended motion was made by Mr. Blakeslee, seconded by Mr. Ross, to include with funding model #3 the language from funding model #2 which states that if the legislative appropriation is greater than 5% then there would be no further reductions to the universities' budgets. The motion failed on a 2 to 9 vote, with Mr. Aubrey Patterson absent and not voting. Board members voting for the motion were: Mr. Ed Blakeslee and Mr. Scott Ross. Board members voting **against the motion were: Mr. Thomas Colbert, Dr. Stacy Davidson, Mr. Roy Klumb, Dr. D. E. Magee, Dr. Bettye Neely, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin Robinson, and Ms. Amy Whitten.**

The original motion passed on a 9 to 2 vote, with Mr. Aubrey Patterson absent and not voting. Board members voting for the motion were: Mr. Thomas Colbert, Dr. Stacy Davidson, Mr. Roy Klumb, Dr. D. E. Magee, Dr. Bettye Neely, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin Robinson, and Ms. Amy Whitten. **Mr. Ed Blakeslee and Mr. Scott Ross voted against the motion.**

8. **System Administration (Information item.)** - The committee will continue its discussion of the FY 2006 general tuition increases at the next Board meeting.

REAL ESTATE & FACILITIES AGENDA

Presented by Mr. Ed Blakeslee, Chair

On motion by Mr. Blakeslee, seconded by Ms. Whitten, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda items #1 - #2 as submitted on the following Building/Facilities Agenda. Agenda items #3 - #7 were approved on a separate motion by Mr. Blakeslee, seconded by Dr. Davidson, with Mr. Patterson absent and not voting. Agenda items #8 - #10 were approved on a separate motion by Mr. Blakeslee, seconded by Ms. Whitten, with Mr. Patterson absent and not voting. Agenda items #11 - #14 were approved on a separate motion by Mr. Blakeslee, seconded by Ms. Whitten, with Mr. Patterson absent and not voting. Agenda item #15 was approved on a separate motion by Mr. Blakeslee, seconded by Ms. Robinson, with Mr. Patterson absent and not voting.

1. **USM** – Approved the initiation of **IHL #208-260, Sorority Village - EBC**, for the design and construction of a Sorority Village and the appointment of The McCarty Company as the project professionals. Also, approved SM EBC's request to appoint First Southwest Company as the financial advisor, and McGlinchey Stafford, PLLC as the bond counsel for the project. The estimated project budget will be \$15,000,000.
2. **USM** – Approved the initiation of **IHL #208-261, Bond Hall Renovations**, for the design and construction of repairs and renovation of the 4th floor in Bond Hall for administrative use and the appointment of Landry and Lewis Architects as the project professionals. The budget is \$250,000. Funds are available from university sources.

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3. **JSU** – Approved the contract documents and authorized advertising for the receipt of bids by the Bureau of Buildings for **GS #103-221, 2003 Baseball Stadium/Field Construction**. Funds are available in the project budget in the amount of \$1,500,000 from S.B. 2988, Laws of 2003.
4. **MSU** – Approved the contract documents and authorized advertising for receipt of bids for **IHL #205-207 “E”, Service Drives and Landscaping New Residence Hall**. The project budget is \$500,000. Funds are available from MSU EBC Bond Funds. Also, authorized the Real Estate & Facilities Committee Chair and the IHL staff to award the contract immediately following the opening of bids if the low bid is within available funds.
5. **MSU** – Approved the contract documents and authorized advertising for receipt of bids for **IHL #205-210, New Residence Hall Complexes – Phase II**. The project budget is \$40,000,000. The project will provide three new buildings to house 800 students. Funds are available from MSU EBC Bond Funds. Also, authorized the Real Estate & Facilities Committee Chair and the IHL staff to award the contract immediately following the opening of bids if the low bid is within available funds.
6. **MVSU** – Approved the contract documents, authorized advertising for the receipt of bids, and request approval by the Bureau of Buildings for **GS #106-185, Campus Drainage and Infrastructure**. Funds are available in the amount of \$1,172,513 from S.B. 3197, Laws of 2002
7. **MVSU** – Approved the contract documents prepared by Andy Covington, Electrical Engineer, authorized advertising for the receipt of bids, and request approval by the Bureau of Buildings for **GS #106-195, Campus Electrical System**. Funds are available in the amount of \$250,000 from S.B. 2988, Laws of 2003.
8. **MSU** – Approved the bids and request approval and award of contract by the Bureau of Buildings to the lowest bidder, Sneed Construction Company, in the amount of \$3,627,000 for **GS #105-278, ’99 Lee Hall Renovations, Phase II**. The low bid exceeded the budget of \$3,170,258.44 provided by H.B. 1675, Laws of 1999. Also, approved a transfer of funds in the amount of \$1,000,000 from S.B. 2010, Laws of 2004, in order to award the contract. Supporting documents are on file in the Board Office.
9. **UM** – Approved the bids (3) and request approval and award of contract by the Bureau of Buildings to the lowest bidder, Panola Construction Company, Inc., in the amount of \$6,874,000 for **GS #107-266, Farley Hall**. Funds are available from S.B. 3197, Laws of 1999. Supporting documents are on file in the Board Office.
10. **USM** – Approved the bids and request approval and award of a contract by the Bureau of Buildings to the lowest bidder, D. N. P., Inc., in the amount of \$861,000 less deductive alternates #1 - #5 for a total of \$442,900 for **GS #108-228, Fire Safety and Sprinklers**. Funds are available in the project budget in the amount of \$500,000 from S.B. 3197, Laws of 2002. Supporting documents are on file in the Board Office.
11. **MSU** – Approved the request to execute a right-of-way easement to Black Bayou Water Association, Inc. on behalf of the Delta Research and Extension Center. Supporting documents are on file in the Board Office.

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12. **MSU** – Approved the request to remove Smith Hall from the inventory. The structure cannot be economically renovated for any other use.
13. **MVSU** – Approved the resolution prepared by Jim Young, Legal Counsel, which authorizes bonds in the maximum principal amount of \$15,000,000 to finance the construction of two new residence halls, renovation of existing residence halls, and refunding the EBC’s Series 2000 Bonds. Supporting documents are on file in the Board Office.
14. **UM** - Approved the request to execute a preservation easement to the Mississippi Department of Archive and History. Supporting documents are on file in the Board Office.
15. **Other Business**
 - a. **MVSU** - Approved the appointment of Billes Architecture/Dale and Associates Architects as project professionals for **IHL # 206-019, New Campus Residences**. Funding is available from the EBC’s Bond Issue in the amount of \$8,500,000.
 - b. **MVSU** - Approved the appointment of Vernell Barnes/Pryor and Morrow Architects as project professionals for **IHL # 206-020, Residence Hall Renovation**. Funding is available from the EBC’s Bond Issue in the amount of \$2,500,000.
16. **System Administration (Information item.)** - Facilities Summary. (See Exhibit 3.)
17. **Other Business** - Mr. Blakeslee requested that Dr. Crofts and the IEOs appoint a representative to meet prior to the week of the June Board meeting to discuss a plan of work for the Real Estate & Facilities Committee for this fiscal year. The work plan will be shared with the Real Estate & Facilities Committee at a special committee meeting prior to the June Board meeting.

LEGAL AGENDA

Presented by Mr. Bob Owens, Chair

On motion by Mr. Owens, seconded by Ms. Whitten, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Legal Agenda. Agenda item #2 was approved on a separate motion by Mr. Owens, seconded by Mr. Blakeslee, with Mr. Patterson absent and not voting. **AGENDA ITEM #3 WAS PULLED FROM THE AGENDA**. Agenda item #4 was approved on a separate motion by Mr. Owens, seconded by Dr. Davidson, with Mr. Patterson absent and not voting.

1. **MSU** - Approved an operating agreement with Mississippi State University Foundation, Inc., for the purposes of soliciting, investing, managing, administering, and recognizing private gifts which support the educational, research, and service missions of the University. This approval is in accordance with Board Policy #301.0805 Foundation Activities and contingent upon review by the Attorney General’s Office. A copy of the agreement is included in the bound *May 19, 2005 Board Working File*.

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2. **USM** - Approved the request to retain James D. Johnson to handle real property and student bankruptcy matters on an as needed basis. The rate for such work will be \$100 per hour plus incidental costs and expenses. Payment for these services will be from University funds, audit and legal fees.

3. **System Administration** - Inter-Agency Agreement Between the Board and the Office of the Attorney General for the Provision of Legal Services for the Fiscal Year 2006. **(THIS ITEM WAS PULLED FROM THE AGENDA.)**

4. **UMMC** - Approved the settlement of the Tort Claim case styled *V. Archer vs. UMMC*.

5. **System Administration (Information item.)** - Payment of legal fees to outside counsel, as follows:
 - a. In relation to litigation and other matters:
 Payment of legal fees for professional services rendered by Butler, Snow, O'Mara, Stevens & Cannada (Statement dated 3/7/05) from the funds of The University of Mississippi. (This statement represents services and expenses in connection with the *Durham v. MSCI* case.)

TOTAL DUE \$3,745.45

 Payment of legal fees for professional services rendered by Maxey Wann, PLLC (Statement dated 4/1/05) from the funds of the Board of Trustees of State Institutions of Higher Learning. (This statement represents services and expenses in connection with the *IHL v. State* case.)

TOTAL DUE \$4,677.75

 Payment of legal fees for professional services rendered by Adams & Reese (Statement dated 1/18/05) from the funds of The University of Southern Mississippi. (This statement represents services and expenses in connection with the general representation.)

TOTAL DUE \$5,278.75

 Payment of legal fees for professional services rendered by Hickman, Goza & Spragins (Statement dated 2/26/05) from the funds of The University of Mississippi. [This statement represents services and expenses in connection with the *DFA v. Clark* (airport expansion) case.]

TOTAL DUE \$1,115.50

 Payment of legal fees for professional services rendered by Page, Kruger & Holland (Statements dated 3/3/05 and 8/25/04) from the funds of the University of Mississippi Medical Center. (These statements, in the amounts of \$1.04 and \$2,092.00, represent services and expenses in connection with the *Bowles* case.)

TOTAL DUE \$4,227.04

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Payment of legal fees for professional services rendered by Adams & Reese (Statements dated 3/15/05, 3/14/05, and 3/15/05) from the funds of The University of Southern Mississippi. (These statements, in the amounts of \$4,475.45; \$3,178.40; and \$3,057.75, represent services and expenses in connection with the *Servedio* and *Brewer* cases and general representation, respectively.)

TOTAL DUE \$10,711.60

Payment of legal fees for professional services rendered by Butler, Snow, O'Mara, Stevens & Cannada (Statement dated 3/8/05) from the funds of the University of Mississippi Medical Center. (This statement represents services and expenses in connection with general advice.)

TOTAL DUE \$5,740.00

Payment of legal fees for professional services rendered by Adams & Reese (Statements dated 2/23/05, 2/24/05, and 3/3/05) from the funds of The University of Southern Mississippi. [These statements, in the amounts of \$525.00; \$5,133.00; and \$11,122.19, represent services and expenses in connection with *Brewer* and *Servedio* cases and general representation (Depree & Trevino), respectively.]

TOTAL DUE \$16,780.19

Payment of legal fees for professional services rendered by Adams & Reese (Statements dated 12/21/04 and 12/27/04) from the funds of The University of Southern Mississippi. (These statements, in the amounts of \$321.75 and \$8,760.65, represent services and expenses in connection with the *Olson* case and general representation, respectively.)

TOTAL DUE \$9,082.40

Payment of legal fees for professional services rendered by Adams & Reese (Statement dated 10/15/04) from the funds of The University of Southern Mississippi. (This statement represents services and expenses in connection with the Dupree public records request.)

TOTAL DUE \$13,392.72

Payment of legal fees for professional services rendered by Adams & Reese (Statement dated 8/31/04) from the funds of The University of Southern Mississippi. (This statement represents services and expenses in connection with the *Thames v. Glamser* case.)

TOTAL DUE \$107,589.05

Payment of legal fees for professional services rendered by Adams & Reese (Statement dated 11/19/04) from the funds of The University of Southern Mississippi. (This statement represents services and expenses in connection with general representation.)

TOTAL DUE \$6,165.00

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b. In relation to patent matters:

Payment of legal fees for professional services rendered by Greenberg Traurig (Statements dated 3/7/05) from the funds of The University of Mississippi. (These statements represent services and expenses in connection with the following patent applications: “Stable Suppository Formulations Effecting Bioavailability of “Delta-9-THC” - \$5,557.45; “New Manzine Alkaloids with Potent Activity Against Infectious Diseases” - \$825.00; “Potent Immunostimulants from Microalgae-U.S. National Phase Filing” - \$825.00; “Method of Preparing Delta-9-Tetrahydrocannabinol Esters – EP” - \$40.87; “Method of Preparing Delta-9-Tetrahydrocannabinol Esters –SK” - \$551.30; “Validation in Germany of EP Patent No. 1124817” - \$1,507.11; “National Filing in Mexico of PCT/03/16812” - \$1,139.00; and “National Filing in Mexico of PCT/US02/37488” - \$380.94.)

TOTAL DUE \$10,826.67

Payment of legal fees for professional services rendered by Cooper & Dunham (Statement dated 3/15/05) from the funds of The University of Mississippi. (This statement represents services and expenses in connection with the following application for a patent: “Methods and Compositions for Isolating Taxanes – 2nd maintenance fee.”)

TOTAL DUE \$1,479.52

Payment of legal fees for professional services rendered by Greenberg Traurig (Statements dated 2/22/05) from the funds of The University of Mississippi. (These statements represent services and expenses in connection with the following patent applications: “Stable Suppository Formulations Effecting Bioavailability of “Delta-9-THC” - \$10,075.39; “Aminoquinolines” - \$45.00; “New Manzine Alkaloids with Potent Activity Against Infectious Diseases” - \$3,558.90; “Divisional Application Based on 10/362,400” - \$1,325.00; “Method of Preparing Delta-9-Tetrahydrocannabinol Esters –AU” - \$3,488.75; “Method of Preparing Delta-9-Tetrahydrocannabinol Esters – HK” - \$574.00; “Transmucosal Delivery of Cannabinoids” - \$288.36; “National Phase Filing in Mexico of PCT/03/16812” - \$273.35; “National Phase Filing in U. S. of PCT/03/16813” - \$419.00; “U. S. National Phase Application Based on PCT/US03/014571” - \$781.00; and “National Phase Filing in Mexico Corresponding to PCT/US02/37488” - \$75.00.)

TOTAL DUE \$20,903.75

Payment of legal fees for professional services rendered by Stites & Harbison (Statements dated 2/16/05) from the funds of The University of Mississippi. (These statements represent services and expenses in connection with the following patent applications: “Miscellaneous IP Matters” - \$5.29, “Repka/Medicaments to Nail & Perionychiu” - \$103.20, “Cheboyina/Spherical Pellet Production” - \$378.81, “Nagle/Saururus Cernuus Compounds That Inhibit Cellular Response to Hypoxia” - \$146.21, “Seiner/Corrugated and Ported Prism Engine Nozzel for Reduction of Supersonic Jet Exhaust Noise” - \$50.00, and “Wang/Fire Ant Trap” - \$964.30.)

TOTAL DUE \$1,647.81

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Payment of legal fees for professional services rendered by Wenderoth, Lind & Ponack (Statement dated 3/9/05) from the funds of Mississippi State University. (This statement represents services and expenses in connection with the trademark application for “Mississippi State University TM: NWAC 103—Class 31.”)

TOTAL DUE \$421.00

Payment of legal fees for professional services rendered by Piper Rudnick (Statements dated 12/31/04, 1/18/05, 1/31/05, 1/31/05, 1/31/05, 1/31/05, 1/31/05, and 1/31/05) from the funds of Mississippi State University. (These statements represent services and expenses in connection with the following patent applications: “Method for Transformation of Cotton and Organogenic... - AU” - \$243.00; “Optical-Reflectance-Based Mass-Flow” - \$543.39; “Moisture and Density Detector-EPC” - \$6,770.83; “Moisture and Density Detector-AU” - \$1,443.85; “Mechanically Stressing Wood to Improve...” - \$364.43; “Multi-Component Process Analyzer and Controller” - \$527.37; “Fiber Ringdown Pressure/Force Sensors” - \$472.37; and “Production of Biodiesel and Other Valuable...” - \$338.56.)

TOTAL DUE \$10,703.80

Payment of legal fees for professional services rendered by Needle & Rosenberg (Statement dated 1/11/05) from the funds of Mississippi State University. (This statement represents services and expenses in connection with the following patent application: “Hexavalent Chromium Detector/Monitor.”)

TOTAL DUE \$130.00

Payment of legal fees for professional services rendered by Piper Rudnick (Statements dated 2/10/05, 2/10/05, 2/10/05, 2/10/05, 2/10/05, and 2/14/05) from the funds of Mississippi State University. (These statements represent services and expenses in connection with the following patent applications: “Vehicle Location and Performance Tracking...” - 143.02; “Insect Resistance Management Agriculture Applications” - \$1,332.63; “On-Site Biological Treatment of Contaminated Fluids” - \$2,304.29; “MOS Charge Pump” - \$2,556.20; “Moisture Sensor Based on Evanescent Wave Light...” - \$1,042.79; and “Moisture and Density Detector” - \$320.75.)

TOTAL DUE \$7,699.68

Payment of legal fees for professional services rendered by Lawrence Bernstein (Statement dated 3/6/05) from the funds of Mississippi University for Women. (This statement represents services and expenses in connection with the MUW radio license.)

TOTAL DUE \$146.25

**MINUTES OF THE BOARD OF TRUSTEES OF
STATE INSTITUTIONS OF HIGHER LEARNING**

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GOVERNANCE AGENDA

Presented by Dr. D. E. Magee, Chair

On motion by Dr. Magee, seconded by Ms. Whitten, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Governance Agenda. Agenda items #2 and #3 were approved on a separate motion by Dr. Magee, seconded by Ms. Whitten, with Mr. Patterson absent and not voting.

1. **System Administration - System Administration** - Approved the proposed amendment to the *Board Policies and Bylaws* to add a new policy – 301.0802 Institutional Executive Officer Assessment/Evaluation– and to renumber the existing policies from 301.0802 through 301.0805. The draft process for the Institutional Executive Officer assessments/evaluations that is being considered for the upcoming annual cycle is included in the bound *May 19, 2005 Board Working File* and attached hereto as **Exhibit 4**. The proposed new policy is as follows:

301.0802 INSTITUTIONAL EXECUTIVE OFFICER ASSESSMENT/EVALUATION

The objective of the Institutional Executive Officer Assessment/Evaluation is to promote good communication and build strong working relationships between the Institutional Executive Officer (IEO), the Commissioner, the Board of Trustees, and the campus constituencies. The assessment is designed to provide each Institutional Executive Officer with feedback on performance and the opportunity for professional reflection and development. The performance reviews of the IEOs will be conducted every year.

- A. The Commissioner of Higher Education has primary responsibility for the annual evaluation of the IEO. The Commissioner’s annual evaluation shall include at a minimum:
 1. An assessment of institutional performance at the system level,
 2. An assessment of individual performance goals and specific performance indicators reflective of long-term strategic institutional goals, and
 3. A written evaluation by the Commissioner.
- B. The Commissioner will seek input on IEO performance from on-campus constituent groups and external constituencies.
- C. The Commissioner will share the written evaluation of the IEO with the person being assessed and will provide the IEO with a copy and the opportunity to add a statement responding to the assessment and adding any additional information as appropriate. The written evaluation and any IEO response will then be shared with the Board of Trustees.
- D. Based on the results of the evaluation, a written, personal development plan for the following year shall be developed by the IEO and approved by the Commissioner.
- E. The Commissioner shall report to the Board of Trustees the process being used for IEO assessment at the beginning of each annual cycle.

2. **System Administration** - Approved the proposed amendment to the *Board Policies and Bylaws* – 301.0702 Duties of the Commissioner – for first reading, as follows:

301.0702 DUTIES OF THE COMMISSIONER

**MINUTES OF THE BOARD OF TRUSTEES OF
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- A. ~~To~~ The Commissioner shall serve as system executive officer of the university system and the Institutional Executive Officer of each of the several state institutions shall report directly to the Commissioner, who reports to the Board of Trustees, and to The Commissioner shall also perform such services assigned by the Board as may be necessary to accomplish the purposes for which the Board was established, namely the management and control of the several state institutions of higher learning and other like bodies presently existing and any which may be hereafter created by the Legislature of the State of Mississippi.
- B. ~~To~~ The Commissioner shall maintain an office for the Board and be responsible for efficient functioning of the Board's staff.
- C. ~~To~~ The Commissioner shall conduct constant inquiry and studies into the problems of higher education.
- D. ~~To~~ The Commissioner shall survey and study carefully the organization, management, and all other affairs of each institution under the control of the trustees, and report all findings to the Board.
- E. ~~To~~ The Commissioner shall recommend such changes as will increase efficiency and economy in the operation of each institution.
- F. ~~To~~ The Commissioner shall compile and distribute to responsible officials copies of the laws, rules, and regulations for the governance of the state institutions of higher learning.
- G. ~~To~~ The Commissioner shall employ such other personnel as may be required from time to time to carry out the functions of the Board and may assign to the personnel so employed such functions and duties and may delegate to other personnel such powers as may be necessary to accomplish the purposes for which the Board was established.
- H. ~~To~~ The Commissioner shall make those financial decisions that are commensurate with the efficient management of the Board office and in support of the activities of the various institutions.
- I. The Commissioner is authorized to apply for and receive grants and contracts on behalf of the Board. The Commissioner is further authorized to execute any and all documents relating thereto on behalf of the Board. Applications for and receipt of grants and contracts shall be reported to the Board.
- J. The Commissioner is authorized to conduct the day to day administrative affairs of the Board and staff of the Board.

3. **System Administration** - Approved the proposed amendment to the *Board Policies and Bylaws* – 301.0801 Duties of the Institutional Executive Officers – for first reading, as follows:

301.0801 DUTIES OF THE INSTITUTIONAL EXECUTIVE OFFICERS

- A. The Institutional Executive Officer of each of the several state institutions shall report directly to the Commissioner of Higher Education, who reports to the Board of Trustees.
- B. The Institutional Executive Officer of each of the several state institutions of higher learning shall be responsible for the administration of the divisions and departments of his/her institution and for keeping its expenditures strictly in harmony with the budgetary authorizations of the Board and within the limitations provided therein. The Chief Financial Officer under the direction of the Institutional Executive Officer shall be responsible for all financial matters of the university.

**MINUTES OF THE BOARD OF TRUSTEES OF
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- C. The Institutional Executive Officer shall have the initiative in shaping the educational policy and academic standards of his/her institution in consultation with the Commissioner. The Commissioner will recommend such policy to the Board for approval.
 - D. The Institutional Executive Officer shall have the initiative in the selection and recommendation for election by the Board of all employees and faculty members of his/her institution; and he/she shall have authority to fill vacancies that occur as emergencies, when the salary outlay is within the budget appropriations provided for such positions, all subject to authority for review and rejection or approval by the Board, in which body rests the sole power of election and confirmation or rejection of all appointments.
 - E. All personnel appointments at the level of deans and above or employees making a salary of \$50,000 or more shall be submitted separately for approval before appointments have been finalized and/or announced.
 - F. The Institutional Executive Officer is charged with the responsibility for maintaining appropriate standards of conduct of students, and is authorized to expel, dismiss, suspend, and place limitations on continued attendance and to levy penalties for disciplinary violations, subject to procedures of due process.
 - G. After ten or more years of satisfactory service, Institutional Executive Officers (including the Commissioner) may apply for Board Distinguished Professorships. These positions would be funded at a salary rate of no less than 75 percent of the last salary and could be based in any institution under the governance of the Board. Each appointment must be approved by the Board based upon merit and possible future contributions to higher education in the state.
4. **System Administration** - Proposed amendment to the *Board Policies and Bylaws* – 301.0512 Meeting Rules of Order – for first reading. *A Point by Point Comparison Between the Current Board Policies and Bylaws and the Proposed Amendments* is included in the bound *May 19, 2005 Board Working File* and attached hereto as **Exhibit 5**. Ms. Robinson’s proposed amendments are included in the bound *May 19, 2005 Board Working File* and attached hereto as **Exhibit 6**. **(THIS ITEM WAS PULLED FROM THE AGENDA.)**
5. **System Administration** - Proposed amendment to the *Board Policies and Bylaws* – 301.03 Board Committees – for first reading. **(See Exhibit 7.) (THIS ITEM WAS PULLED FROM THE AGENDA.)**

STRATEGIC PLANNING AGENDA

Presented by Ms. Amy Whitten, Chair

On motion by Ms. Whitten, seconded by Mr. Blakeslee, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Strategic Planning Agenda.

- 1. **System Administration** - Approved the proposed Annual Performance Goals. A copy of the goals is included in the bound *May 19, 2005 Board Working File*.

**MINUTES OF THE BOARD OF TRUSTEES OF
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ADMINISTRATION/POLICY AGENDA

Presented by Dr. Richard Crofts, Commissioner

On motion by Ms. Whitten, seconded by Dr. Neely, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved the agenda items as submitted on the following Administration/Policy Agenda.

1. **System Administration** - Approved the agenda items considered subsequent to the April 21, 2005 Board meeting, as follows:
 - a. **UMMC** - Employment of Frankye L. Humphrey and Karon Farlow Kilpatrick.
 - b. **UMMC** - Approved a lease agreement with the G. V. (Sonny) Montgomery VA Medical Center (VAMC) for the lease of 3,498 square feet of research space on the third and fourth floors and sub-basement located in the Research and Education Building at VAMC. The rate is \$2.50 per square foot, \$8,745 per month, \$104,940 for the first year, May 16, 2005 through April 30, 2006. There are options to renew on an annual basis through April 30, 2009 for a total of \$439,029.82. A copy of the contract is included in the *May 19, 2005 Board Working File*.

PERSONNEL/FOREIGN TRAVEL AGENDA

Presented by Dr. Richard Crofts, Commissioner

On motion by Dr. Davidson, seconded by Mr. Colbert, with Mr. Patterson absent and not voting, it was

RESOLVED, That the Board hereby approved agenda item #1 as submitted on the following Personnel/Foreign Travel Agenda. Agenda items #2 and #3 were approved on a separate motion by Dr. Neely, seconded by Dr. Magee, with Mr. Patterson absent and not voting. Agenda item #4 was approved on a separate motion by Dr. Neely, seconded by Ms. Whitten, with Mr. Patterson absent and not voting.

1. **System Administration** - Approved the extension through December 31, 2005 Dr. Richard Crofts' contract as Commissioner of Higher Education.

2. **Personnel Report.**

EMPLOYMENT

Delta State University

Cohen, Fred S.
Condra, R. L.
Hemphill, Howard
Triplett, William

Jackson State University - Athletics

Allen, Charles
Grady, Zachare

Mississippi State University

Sinclair, Hillary C.
Unnever, James D.
Williams, Carrick C.
Yon, Jennifer L.

University of Mississippi

Anderson John
Di, Xiao
Pace, Patrick F.
Payne, Elizabeth A.

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Snyder, Gregory J.
Tick, Simona L.

University of Mississippi Medical Center

Brewer, Cheryl A.
Gordon, Gregory A.
Mitchell, Tim
Pittman, Shannon

University of Southern Mississippi - Athletics

Osteen, Deborah E.
Sanders, Ronnie Howard

University of Southern Mississippi

Becker, Cheryl Lynn
Wiebe, Jacqueline

CHANGE OF STATUS

Alcorn State University

Bhargava, Vivek

University of Mississippi

Varnado, Jason P.

University of Mississippi - Athletics

Luke, Tom

University of Mississippi Medical Center

Lobert, Sharon
Nicholas, William

TERMINATION

Alcorn State University

Alford, Keith

Delta State University

Esch, Debbie
Gray, Joseph R.
Little, Mike
Walker, Ursin (Pete)

Jackson State University

Hurley, John

Mississippi State University

Aktosun, Tuncay
Currier, Mary
Dinsmore, Stephen J.
Ferguson, Joseph L.
Foster, Jesse J.
Giordana, Adriana
Harkness, John E.
Parvin, David W., Jr.
Stevenson, Patricia A.

Mississippi State University - Athletics

Tompkins, James R., Jr.

Mississippi University for Women

Cotton, Chris
Heath, Terri
Lee, Anita
McCarra, Janet
Metheny, Betty
Spearman, Jo

Mississippi Valley State University

Craig, Tikita
Faulkner, Allison
Ford, Frederick
Hardmon, Frank
Perry, Donna
Pillai, Thanumalaya
Shaw, Carmelita

University of Mississippi

McLaughlin, Richard J.
Schaefer, Donn R.

University of Mississippi Medical Center

Barlow, Polly Anna Peterson
Calvin, Rosie
Cohly, Hari
Coldwell, Douglas Michael
Douglas, John H.
Graverson, Catherine
Hicoek, Paul I.
Kendig, Ronald
Lal, Roby

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Long, Sherry
Payne, Megan
Pearson, Andrew
Sood, Sonia

University of Southern Mississippi
Mader, Lisa S.

AWARD OF TENURE

Alcorn State University

Coleman, Janice
Marshall, Kimball
McGowan, Orlenthea
Piper, William
Whittaker, Wesley
Yu, May

Jackson State University

Anderson, Louis
Bishop, Darcie
Bsat, Mohammad
Davis, Melvin
Howard, Carolyn
Igevbogie, Ernest
Omari, Safiya
Stevens, Jacquelyn
Shabbazi, Mohamad
Sullivan, John
Thurston, Darlene
Watts, John
Yin, Jianjua

Mississippi State University

Brown, Michael E.
Bruce, J. W., II
Chromiak, Joseph A.
Harvill, Jane L.
Horstemeyer, Mark F.
Jayroe, Teresa B.
Knudson, Kevin P.
Li, Tingyu
Liddell, Pearson, Jr.
Loewe, Ronald B.
Massey, Joseph H.

Monson, Christopher
Moore, Robert
Pike, Lynn B.
Rankins, Alfred, Jr.
Schneider, Judith A.
Thaxton, Yvonne V.
Tucci, Jack E.
Turner, Steven C.

Mississippi University for Women

Davidson, Janice
Evans, Lea Helen
Fitzgerald, James
Fortenberry, Dionne
Roth, James

Mississippi Valley State University

Newsome, Moses
Venturini, Vincent
Wax, Benjamin

University of Mississippi

Bentley, John P.
Bombelli, Luca
Chessin, Deborah A.
Cozad, Laurie A.
Fulton, Charles Ray
Hallam, Jeffrey S.
Herrera, Gail Heimer
Howard, Joshua H.
Jackson, Jeffrey T.
Lopez, Alfred J.
Mark, Amy E.
Martin, Maria Mathilde
Marting, Diane E.
Matsumoto, Rae R.
Neff, John R.
Oliphant-Ingham, Rosemary
Owens, Scott G.
Pepper, Susan Kaye
Rieth, Sheri F.
Shackelford, Kimberly K.
Sullivan, Kathleen M.
Trefzer, Annette
Trott, Donald L.

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Wickham, Kathleen W.

University of Mississippi Medical Center

Abusaa, Taysir
Batra, Ranjan
Breeding, Larry
Davis, Sheila
Esposito, Domenic P.
Grant, LaVerne
Hewlett, Peggy
Johnson, William D.
McGee, Tammy
Norton, John W.
O’Jile, Judith
Phillips, Scott
Stockmeier, Craig
Street, Lorraine
Tucci, Michelle A.

University of Southern Mississippi

Buchanan, Randy F.
Falconer, Renee

Fonder-Solano, Leah
Fos, Peter
Harbaugh, Bonnie L.
Haynes, Dorothy E.
Luo, Yuan
Maulding, Wanda
Nechaev, Dmitri
Nelson, Eric
Nored, Lisa A.
Perry, Richard H.
Price, Peggy

NULLIFICATION

University of Mississippi Medical Center

Tucker, Sheridan G.

NECROLOGY

University of Mississippi Medical Center

Roberts, Dennis

3. **DSU** - Approved the award of tenure for the following personnel: Nina L. Baghai-Riding, Karen G. Bell, Matthew R. Buckley, Lizabeth L. Carlson, Julie M. Clark, Scott A. Hutchens, Levenia Maxwell-Barnes, Thomas N. Sledge, Thomas W. Taylor, Richard B. Torgerson, and Anne S. Welch.
4. **Foreign Travel Report.**

Alcorn State University

Acholonu, Alex

Huaiyin Jiangsu, China

Jackson State University

Bishop, Carrine
Franklin, Jacquelyn C.
Foster, Velvelyn
Hull, Adrian P.
Jernigan, Patricia A.
Swanier, Shelton
Tchounwou, Paul B.

Sao Paulo, Bahia, and Rio de Janeiro, Brazil
Sao Paulo, Bahia, and Rio de Janeiro, Brazil
San Juan, Puerto Rico
Sofia, Bulgaria
Sao Paulo, Bahia, and Rio de Janeiro, Brazil
San Juan, Puerto Rico
Rio de Janeiro, Brazil

Mississippi State University

Batchelor, William D.
Bruce, J. W.

Stuttgart, Germany
Limerick, Ireland

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Burton, Christy L.	Chalk River, Canada
Capar, Ismail (Student)	Istanbul, Turkey
Chu, Yul	Cartagena, Spain; Kaohsiung, Taiwan, and Seoul, Korea
Clifford, Michael R.	Helsinki, Finland
Cooper, Jerome	Quebec City, Quebec, Canada
Du, Qian	Seoul, Korea and Beijing, China
Easley, David D.	Hampshire, England
Fowler, James E.	Genoa, Italy
Guichard, Sylvain	Paris, France
Hardin, James W.	Jerusalem and Kibbutz Lahav, Israel
Harris, Jonathan G.	San Salvador Island, Bahamas
Jacobs, Paul F.	Jerusalem and Kibbutz Lahav, Israel and Nicosia, Cyprus
Jordan, Jack	Quebec City, Canada
King, Roger L.	St. Petersburg, Russia
Luthe, Dawn S.	Barcelona, Spain and Cancun, Mexico
McCann, Rachel	Helsinki, Finland
Memili, Erdogan	Quebec City, Canada
Miller, Vivien G.	Bordeaux, France
Monts, David	Glasgow, Scotland
Mullen, Eve L.	Honolulu, Hawaii
Mylroie, Joan	Bahamas
Mylroie, John	Bahamas
Neumann, Michael M.	Bordeaux, France
Nosser, J. Mike	Bristol, England
Palmer, Nathan Thomas (Student)	Limerick, Island
Qian, Chuanxi	Guelph, Canada
Reddy, Kambham R.	New Delhi, Hyderabad, and Tirupati, India
Rodgers, Rudy E.	Vancouver Island, British Columbia, Canada
Ryan, Peter L.	Quebec City, Quebec, Canada
Savant, Gaurav (Student)	Delft, The Netherlands
Singh, Jagdish P.	Toronto, Canada
Smith, Garry D.	Honolulu, Hawaii
Ruffin, Nelle	Uppsala, Sweden
Steele, Phillip H.	Quebec City, Quebec, Canada
Vilella, Francisco J.	Brasilia, Brazil
Webster, Cynthia	London, England
Xue, Yibin	Chalk River, Canada
Yoon, Youngmo	Seoul, Korea
Younan, Nick	St. Petersburg, Russia

Mississippi University for Women

Longton, Thomas M.	Cuernauaca, Mexico
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University of Mississippi

A Student	Munich, Germany and surrounding area
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Alabi, Adetayo	Republic of Benin and Nigeria
Ammeter, Anthony	Honolulu, Hawaii
Angle, Tim	Costa Rica; Venice, Rome, and Florence, Italy; and London, England
Antonow, Laura	London, England
Approximately 15 Students	Paris, France
Approximately 50 Students	London, England
Approximately 58 Students	Cambridge, England
Aubrey, Robert	London, England
Bass, Henry	Quito, Ecuador
Booth, Valerie	Munich, Germany
Bray, Elizabeth	Honolulu, Hawaii
Brower, Charles	Cambridge, England
Bullard, Mercer	Honolulu, Hawaii
Burnham, Tom	London and Liverpool, England
Cavaglia, Marco	Gyeongju, Republic of Korea
Chambliss, Walt	Amsterdam, The Netherlands
Cooper, Alice	Brussels, Belgium and Bonn, Germany
Czarnetzky, John	Cambridge, England
Fisher, Ben	Montreal, Canada
Fisher-Wirth, Ann	Paris, France
Frink, Dwight	San Jose, Costa Rica
Getzin, Joe	Moscow, Chelyabinsk, Russia
Gochfeld, Deborah	Allesandro and Rome, Italy
Haley, Bryan	San Ignacio, Belize
Hamann, Mark	Mona, Jamaica
Higdon, Carolyn	London, England
Ingene, Charles	Montreal, Canada
Long, Andrew	London, England
Lutken, Carol	Victoria, British Columbia, Canada
Malesich, Jennifer (Student)	St. Petersburg, Russia
McGee, Thomas	Victoria, British Columbia, Canada
McLaughlin, Richard	Honolulu, Hawaii
Melnitchouk, Alex	Vancouver, British Columbia, Canada
Miller, Jesse	Summerland Key, Florida and Bahamas
Murray, Matthew	Munich, Germany and surrounding area
Percy, Farish	Honolulu, Hawaii
Porter, Anastasia	Moscow, Chelyabinsk, Russia
Quarles, Chester	Leed, England
Quinn, Gene Breese	Burnaby, British Columbia, Canada
Rego, Cesar	Portugal

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Reidy, James	Copenhagen, Denmark and Uppsala, Sweden
Robinson, Robert	Honolulu, Hawaii
Secunda, Paul	Honolulu, Hawaii
Slattery, Marc	St. John, Nova Scotia, Canada and Alessandro, and Rome, Italy
Sleeper, Kenneth	Victoria, British Columbia, Canada
Starr, Julian	Vienna, Austria
Stidham, Elizabeth	Victoria, British Columbia, Canada
Subramanian, Dan	Toronto, Ontario, Canada
Sullivan-Gonzalez, Douglas	Guatemala and Costa Rica, Nicaragua
Talmadge, Carrick	Oldenburg, Germany
Tillman, Kacy (Student)	Cambridge, England
Turner, Raney Mills	London, England
Ukeiley, Lawrence	Toronto, Canada
Wang, Sam	Shanghai, Janjing, China
Waterstone, Michael	Oxford, England
Williams, Angie	London, England
Woolsey, James	Victoria, British Columbia, Canada

University of Mississippi Medical Center

Gerzenshtein, Jacob (Resident)	Paradise Island, Bahamas
Golanov, Eugene V.	Amsterdam, The Netherlands
Hall, John E.	Milan, Italy
Hughes, Gail D.	Cape Town, South Africa
Martin, Tina	Waikoloa, Hawaii
Northington, Ladonna	Waikoloa, Hawaii
Pollock, Steven M.	Piedras Nigras, Mexico
Stringer, Scott P.	Vancouver, British Columbia, Canada
Taylor, Herman A.	San Juan, Puerto Rico
Taylor, S. Ray	Naples, Italy
Wells, James Michael (Resident)	Sydney, Australia
Wyatt, Sharon	San Juan, Puerto Rico

University of Southern Mississippi

Abril, Maritz (Student)	Costa Rica
Babin, Laurie	France and Germany
Buckner, Holly	Italy
Burgess, Brigitte	Hawaii
Butts, Mary Jane	Hawaii
Carr, Jon C.	Hawaii
Cwikla, Julie	France
Dean, Jack	Austria and England
Doty, Harold	Hawaii
Franks, James S.	Cuba
Gregory, Brian	Hawaii
Kyle, Maryan	Vienna and England

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Mathias, Lon	Turkey
Niroomand, Farhang	Canada
Panton, Kenneth	England
Shiller, Alan	China
Tang, Linghui	Canada
Topping, Sharon	Hawaii
Urban, Marek	Czech Republic and Russia
Walker, Sharon	Hawaii
Williams, Lisa G.	United Kingdom, Italy, Germany
Wright, Vanessa (Student)	France

System Administration - Emergency approval of foreign travel was granted by Commissioner Richard Crofts per *Board Policy* 705.0103, as follows:

Jackson State University

Yu, Hongtao	Beijing, Nan-Ning, China
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Mississippi State University

Arunkumar, Rangaswami	Monterey, Mexico
Bourgeois, Angi	Vicenza, Italy
Burgess, Shane	Montreal and Toronto, Canada
Foreman, Jozsef	Hungary
French, W. Todd	Kuwait City, Kuwait
Grimes, Paul W.	Moscow, Russia
Haupt, Jeffrey	Vicenza, Italy
Kauffman, Brian	Monterey, Mexico
Kurz, Terri	Montreal, Canada
McCullough, Lindsay (Student)	Abaco Island, Bahamas
Miller, Meghan	Moscow, Russia
Polk, Noel	Poland, Ukraine, Germany, France, and Italy
Truax, Dennis	Istanbul, Turkey and Bucharest, Romania
Walker, Adam (Student)	Abaco Island, Bahamas

University of Mississippi

Alidaee, Bahram	Beijing, China
Ames, Marjon (Student)	London, Preston, England
Chambers, James P.	Vancouver, British Columbia, Canada
Dillon, Kevin	Vancouver, British Columbia, Canada
Elsherbeni, Atef	Magdeburg, Germany
Gabrynowicz, Joanne	Riyadh, Saudi Arabia
Herrington, Lance	Osaka, Japan
Howard, Wheeler	Vancouver, Canada
Ingene, Charles	Singapore
Muir, Thomas	Vancouver, British Columbia, Canada
Raspet, Richard	Vancouver, British Columbia, Canada

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Roh, Heui-Seol	Vancouver, British Columbia, Canada
Showalter, Stephanie	Jakarta and Bali, Indonesia
Smith, Christopher	Vancouver, British Columbia, Canada
Yang, Xiaobin	Shanghai, Beijing, and Longkou, China

University of Mississippi Medical Center

Carroll, Virginia (Student)	Germany, Austria, and Czech Republic
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University of Southern Mississippi

Cwikla, Julie	Canada
Harve, Mazharul	Seoul, Korea and Beijing, China
Lochhead, Robert	Germany and Holland
Mauritz, Kenneth A.	Lucca, Italy
Moore, Robert	Lucca, Italy
Nelson, Eric	Italy
Osborn, Shawn (Student)	Lucca, Italy
Page, Kirt (Student)	Lucca, Italy

UNANIMOUS CONSENT

Presented by Dr. Richard Crofts, Commissioner

1. **DSU** - Award of tenure for the following personnel: Nina L. Baghai-Riding, Karen G. Bell, Matthew R. Buckley, Lizabeth L. Carlson, Julie M. Clark, Scott A. Hutchens, Levenia Maxwell-Barnes, Thomas N. Sledge, Thomas W. Taylor, Richard B. Torgerson, and Anne S. Welch. **(THIS ITEM WAS APPROVED EARLIER IN THE MEETING.)**
2. **MVSU** - Appointment of Billes Architecture/Dale and Associates Architects as project professionals for **IHL # 206-019, New Campus Residences**. Funding is available from the EBC's Bond Issue in the amount of \$8,500,000. **(THIS ITEM WAS APPROVED EARLIER IN THE MEETING.)**
3. **MVSU** - Appointment of Vernell Barnes/Pryor and Morrow Architects as project professionals for **IHL # 206-020, Residence Hall Renovation**. Funding is available from the EBC's Bond Issue in the amount of \$2,500,000. **(THIS ITEM WAS APPROVED EARLIER IN THE MEETING.)**

COMMISSIONER'S REPORT

Presented by Dr. Richard Crofts, Commissioner

1. Provided in this month's Commissioner's Report is a summary of activities that detail some of what is being done in collaboration with the community colleges and K-12. IHL is engaged in discussions with ACT and the USA Funds organization, both of which may assist with some support and funding for a couple of these particular projects. Collaboration with other public educational entities remains high on the Commissioner's agenda. One of the things that Dr. Crofts was most interested in and concerned about at the recent meeting with ACT was that they are going to become more aggressive and detailed

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about the rigor of the high school curriculum. Earlier, the Board gave its final approval for the admission requirements for more academically rigorous courses required for admission. In the past, the content of these core classes was not really known. ACT is developing some tools to assist in this process. IHL and K-12 are going to be working with them on this project. This is a very significant step in determining the content of the core courses taken by high school students.

2. Dr. Neely commended Dr. Crofts on continuing the relationship with the community colleges and K-12. This initiative that ACT has put forth is very good for our public schools and for the students enrolling in our universities and colleges.

**COMMISSIONER SEARCH COMMITTEE
Presented by Ms. Virginia Shanteau Newton, President**

Ms. Newton reported that Dr. Jan Greenwood, the consultant from Greenwood and Associates, Inc., placed the ad about the available position for Commissioner of Higher Education in *The Clarion-Ledger* and in the *Chronicle of Higher Education*, *The Hispanic Outlook*, and *Black Issues*. Dr. Greenwood is actively recruiting in the market and has fifty-three nominations thus far.

EXECUTIVE SESSION

On motion by Ms. Robinson, seconded by Mr. Colbert, with Mr. Patterson absent and not voting, the Board voted to close the meeting to determine whether or not it should declare an Executive Session. On motion by Mr. Blakeslee, seconded by Ms. Robinson, with Mr. Patterson absent and not voting, the Board **voted to go into Executive Session** for the reason later reported by the President in Open Session and stated in these minutes, as follows:

Discussion of a personnel matter at the Board Office.

On motion by Mr. Colbert, seconded by Dr. Neely, with Mr. Patterson absent and not voting, the Board voted to return to Open Session.

The Board discussed a personnel matter at the Board Office. No action was taken.

EXECUTIVE SESSION

On motion by Dr. Davidson, seconded by Dr. Magee, with Mr. Patterson absent and not voting, the Board voted to close the meeting to determine whether or not it should declare an Executive Session. On motion by Mr. Klumb, seconded by Mr. Owens, with Mr. Patterson absent and not voting, the Board **voted to go into Executive Session** for the reason later reported by the President in Open Session and stated in these minutes, as follows:

Discussion of a personnel matter at The University of Southern Mississippi.

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Evaluation of the President at The University of Mississippi.

On motion by Mr. Ross, seconded by Ms. Whitten, with Mr. Patterson absent and not voting, the Board voted to return to Open Session.

By consensus, the Board agreed to Dr. Shelby Thames' request to extend his contract as President of The University of Southern Mississippi until May 20, 2007, at which time Dr. Thames will return to full-time duties in the School of Polymers and High Performance Materials as distinguished University Research Professor.

Evaluation of Dr. Robert Khayat, the President of The University of Mississippi.

**COMMITTEE MEETING DAY
Wednesday, May 18, 2005**

ANNOUNCEMENT

Ms. Newton gave a warm welcome to Dr. Claudia Limbert who is the new President of the Presidents' Council.

Presidents' Council Report
Presented by Dr. Claudia Limbert, President

Call to Order: Dr. Limbert called the meeting to order at 10:30 a.m. on Wednesday, May 18, 2005.

Budget Update: Dr. Crofts provided updates on Governor Barbour's budget recommendations for the special legislative session. The Governor's recommendation as stated by Crofts supports a basic 2% cut for IHL institutions and 2.5% cut for support units. Dr. Crofts also indicated that there was an increase in *Ayers* funds which included \$5 million for public endowment. Governor Barbour also suggested level funding for the Medical Center.

FY 2006 Salary Increase Guidelines: There was a discussion on making salary increases a priority for the Board to push with legislators for FY 2007.

- Dr. Crofts recommended that the IEOs be prepared to talk about how salary increases will be impacted by tuition increases.
- Dr. Khayat suggested that the Board conduct a visible campaign for funding IHL institutions.
- Dr. Lee suggested that IHL look at getting out from under the state health system plan.
- Dr. Bristow made a recommendation to conduct a study on the impact of insurance costs on hourly employees.

Funding Priorities for FY 2007 Appropriation Request:

- The proposed funding for FY 2007 was discussed.

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- The funding allocation for FY 2006 was also discussed. There was disagreement over the implementation of the proposed allocation for FY 2006 since it might involve the impact of a sudden change on others at a difficult time.
- A brief discussion on items A - D was held, with the recommendation that a follow-up discussion be conducted at a later date. Agenda items A - D were as follows: A. Academic Program Review Summary, B. Agenda Item "Academic and Administrative Guidelines", C. "Academic and Administrative Guidelines", and D. Six-Year Graduation Numbers for Undergraduate Programs.
- Items E - H were not discussed because of time limitations. Agenda items E - H were from the Board Book and are as follows: E. Proposed Annual Performance Goals (pp. 137-140), F. IEO Evaluation (pp. 143-155), G. Duties of the Commissioner (pp. 156-157), and H. Duties of the IEOs (p.158). Commissioner Crofts suggested that the Council meet for one (1) full day sometime in June to allow more time for discussion. His office will do a follow-up with IEOs to select a date for that meeting.

The meeting was adjourned at 12:00 noon.

ANNOUNCEMENT

1. Ms. Newton pointed out the new seating arrangements for the Board members. Each member is seated beside someone they have not been seated by in the past.
2. Ms. Newton noted that there are 6 standing committees being proposed. The need to reduce the number of committees and streamline the committee process was identified. All functions will go to these 6 committees.
3. Ms. Newton announced the following standing committees and the members of each.

Budget, Finance & Audit Committee

Aubrey B. Patterson, Chair
Thomas Colbert
Roy Klumb
Bob Owens
Robin J. Robinson

Educational Policies & Programs

Bettye Henderson Neely, Chair
L. Stacy Davidson, Jr.
Aubrey B. Patterson
Scott Ross
Amy Whitten

Governance

D. E. Magee, Chair
H. Ed Blakeslee
Bettye Henderson Neely
Aubrey B. Patterson
Scott Ross

Legal

Bob Owens, Chair
L. Stacy Davidson, Jr.
Robin J. Robinson
Scott Ross
Amy Whitten

Real Estate & Facilities

H. Ed Blakeslee, Chair
L. Stacy Davidson, Jr.
Roy Klumb
Bob Owens
Robin J. Robinson

Strategic Planning

Amy Whitten, Chair
H. Ed Blakeslee
Thomas Colbert
D. E. Magee, Jr.
Bettye Henderson Neely

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COMMITTEE REPORTS

**Educational Policies & Programs Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to review staff and institutional recommendations involving all campus programming and activities including Academic Affairs, Student Affairs, and Athletics, and advise the Board regarding policy ramifications and the development of system policies and practices within this jurisdiction.

The committee was brought to order by Dr. Neely, Chair. The following items were discussed:

1. **Amendments to Board Policies and Bylaws**
On motion by Dr. Davidson, seconded by Mr. Ross, with Mr. Patterson and Ms. Whitten absent and not voting, the committee recommended that the Board approve the proposed amendment to renumber policy 501.05 Academic Class Calendar as 501.06 and the addition of 501.05 Inventory of Academic Programs as referenced by committee agenda item #1 in the Board Book.
2. **Amendments to Board Policies and Bylaws**
On motion by Dr. Davidson, seconded by Mr. Ross, with Mr. Patterson and Ms. Whitten absent and not voting, the committee recommended that the Board approve the proposed amendments to policy 601.02 Freshman Admission Requirements as referenced by committee agenda item #2 in the Board Book.
3. **New Degree Programs**
On motion by Mr. Ross, seconded by Dr. Davidson, with Mr. Patterson and Ms. Whitten absent and not voting, the committee recommended that the Board approve two new academic degree programs, the Bachelor of Science in Special Education and Master of Education in Educational Leadership at MVSU as referenced by committee agenda item #3 in the Board Book.
4. **Nursing Program**
On motion by Dr. Davidson, seconded by Mr. Ross, with Mr. Patterson and Ms. Whitten absent and not voting, the committee recommended that the Board approve the provisional accreditation without recommendations for the Coahoma Community College's Associate Degree in Nursing Program as referenced by committee agenda item #4 in the Board Book.
5. **Academic and Administrative Guidelines**
The committee received the *Academic and Administrative Guidelines* for informational purposes as referenced by committee agenda item #5 in the Board Book.

The following committee members were present: Dr. Bettye Neely (Chair), Dr. Stacy Davidson, and Mr. Scott Ross. Mr. Aubrey Patterson and Ms. Amy Whitten were absent. Other Board members attending the meeting were: Mr. Ed Blakeslee, Dr. D. E. Magee, Ms. Virginia Shanteau Newton, Mr. Bob Owens, and Ms. Robin Robinson.

**Real Estate & Facilities Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to review staff and institutional recommendations involving all aspects of real estate and facilities, including but not limited to capital facility planning, construction, and real property management, and advise the Board regarding the development of system policies and practices within this jurisdiction.

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The committee was brought to order by Mr. Blakeslee, Chair. The following items were discussed:

1. **Requests**

- a. On motion by Ms. Robinson, seconded by Dr. Davidson, with Mr. Klumb absent and not voting, the committee recommended that the Board approve the Initiations of Projects / Appointments of Professionals for USM as referenced by committee agenda items #1 - #2 in the Board Book.
- b. On motion by Ms. Robinson, seconded by Dr. Davidson, with Mr. Klumb absent and not voting, the committee recommended that the Board approve the construction document items for JSU, MSU, and MVSU as referenced by committee agenda items #3 - #7 in the Board Book.
- c. On motion by Dr. Davidson, seconded by Ms. Robinson, with Mr. Klumb absent and not voting, the committee recommended that the Board approve the award of contracts for MSU, UM, and USM as referenced by committee agenda items #8 - #10 in the Board Book.
- d. On motion by Ms. Robinson, seconded by Dr. Davidson, with Mr. Klumb absent and not voting, the committee recommended that the Board approve the following agenda items:
 - i. The right-of-way easement at MSU as referenced by committee agenda item #11 in the Board Book;
 - ii. The removal of Smith Hall from inventory at MSU as referenced by committee agenda item #12 in the Board Book;
 - iii. The EBC resolution to authorize bonds in the amount of \$15 million for two new residence halls, renovation of existing residence halls, and refunding the EBC's Series 2000 Bonds as referenced by committee agenda item #13 in the Board Book; and
 - iv. The execution of a preservation easement at UM as referenced by committee agenda item #14 in the Board Book.

2. **Unanimous Consent Items**

On motion by Ms. Robinson, seconded by Dr. Davidson, with Mr. Klumb absent and not voting, the committee recommended that the Board approve the following agenda items for MVSU:

- a. The appointment of project professionals for IHL #206-019, New Campus Residences and
- b. The appointment of project professionals for IHL #206-020, Residence Hall Renovation.

3. **Facilities Summary**

The committee received the facilities summary for informational purposes only as referenced by committee agenda item #2 in the Board Book.

4. **Other Business**

- a. Mr. Blakeslee requested that an IHL or university staff member be appointed to meet with the committee before the June Board meeting to discuss the committee's goals and objectives for the coming year.
- b. Mr. Owens commended the universities for the "can do" attitude they are taking toward the diversity issue in hiring black professionals and females professionals, especially DSU and MVSU.

The following committee members were present: Mr. Ed Blakeslee (Chair), Dr. Stacy Davidson, Mr. Bob Owens, and Ms. Robin Robinson. Mr. Roy Klumb was absent. Other Board members attending the meeting were: Dr. D. E. Magee, Dr. Bettye Neely, Ms. Virginia Shanteau Newton, and Mr. Scott Ross.

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**Legal Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to review staff and institutional recommendations regarding legal issues pertaining to the Board and the respective institutions, recommend action to the Board, and develop policy for Board consideration within this jurisdiction.

The committee was brought to order by Mr. Owens, Chair. The following items were discussed:

1. **MSU Agreement**

On motion by Dr. Davidson, seconded by Ms. Robinson, with Ms. Whitten absent and not voting, the committee recommended that the Board approve the operating agreement with the Mississippi State University Foundation, Inc., as referenced by the committee agenda item #1 in the Board Book. Dr. Crofts distributed as an example the *Memorandum of Understanding Between a Foundation and Host Institution or System* from the Association of Governing Boards of Universities and Colleges.

2. **Retention of Outside Counsel**

On motion by Ms. Robinson, seconded by Dr. Davidson, with Ms. Whitten absent and not voting, the committee recommended that the Board approve the retention of James D. Johnson as outside counsel in real property and student bankruptcy matters, subject to approval by the Attorney General's Office, as referenced by the committee agenda item #2 in the Board Book.

3. **Payment of Legal Fees**

The committee received the reports concerning legal fees paid to outside counsel for litigation and other matters and for patent matters as referenced by the committee agenda item #5 in the Board Book.

4. **Inter-Agency Agreement**

The inter-agency agreement between the Board and the Office of the Attorney General for the provision of legal services for FY 2006, as referenced by committee agenda item #3 in the Board Book, was pulled from the agenda.

5. **Executive Session**

On motion by Dr. Davidson, with Ms. Whitten absent and not voting, the committee voted to close the meeting to determine whether or not it should declare an Executive Session. On motion by Dr. Davidson, seconded by Ms. Robinson, with Ms. Whitten absent and not voting, the committee **voted to go into Executive Session** for the reason later reported by the Chair in Open Session and stated in these minutes, as follows:

Discussion of pending litigation at UMMC.

Discussion of a contract for legal services.

Discussion of a litigation matter.

On motion by Ms. Robinson, seconded by Dr. Davidson, and unanimously passed by those present, the committee voted to return to Open Session.

On motion by Ms. Robinson, seconded by Mr. Ross, with Ms. Whitten absent and not voting, the committee recommended that the Board approve the settlement of a Tort Claim case styled *V. Archer vs. UMMC* as referenced by committee agenda item #4 in the Board Book.

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The committee discussed a contract for legal services. No action was taken.

The committee received an update on a litigation matter. No action was taken.

The following committee members were present: Mr. Bob Owens (Chair), Dr. Stacy Davidson, Ms. Robin Robinson, Mr. Scott Ross, and Ms. Amy Whitten. Other Board members attending the meeting were: Mr. Ed Blakeslee, Dr. D. E. Magee, Dr. Bettye Neely, and Ms. Virginia Shanteau Newton.

**Budget, Finance & Audit Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to review staff and institutional recommendations involving all budget, financial, and auditing issues, and advise the Board regarding policy ramifications and the development of system policies and practices within this jurisdiction.

The committee was brought to order by Ms. Newton, President. The following items were discussed:

1. **UMMC Contract Renewals**
On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the contract renewals with Ft. Worth M. R. S., Inc., and Kforce, Inc., as referenced by committee agenda item #1 in the Board Book.
2. **UM Tuition Change**
On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the implementation of a three-year tuition plan for the School of Law at UM, pursuant to Board Policy #702.04 Approval Process which allows for a 30-day period of review and comment, as referenced by committee agenda item #2 in the Board Book.
3. **Amendments to Board Policies and Bylaws**
On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the proposed amendments to policy 401.0102 Delegation of Authority for first reading as referenced by committee agenda item #3 in the Board Book.
4. **Funding Priorities**
On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the funding priorities for the FY 2007 Legislative Appropriation Request as referenced by committee agenda item #4 in the Board Book.
5. **Rate Increases**
On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the proposed rate increases for student room and board fees as referenced by committee agenda item #6 in the Board Book. Pursuant to Board Policy #702.04 Approval Process, this item will be reviewed by the IEOs and brought back for approval at the June Board Meeting.

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6. **FY 2006 Salary Increase Guidelines**

On motion by Ms. Robinson, seconded by Mr. Owens, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the FY 2006 Salary Increase Guidelines as referenced by committee agenda item #7 in the Board Book.

7. **FY 2006 Allocation of State Appropriations**

Dr. Linda McFall, Assistant Commissioner of Finance and Administration, gave a Power Point Presentation in relation to Ms. Robinson's motion at the April Board Meeting. The motion was to have the Board staff review the appropriations at the institutions, compare the institutions to their peer institutions, and present at the May 2005 Board meeting the allocation options for FY 06 that addresses the most inequitable funding situations within the institutions.

On motion by Mr. Owens, seconded by Ms. Robinson, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson absent and not voting, the committee recommended that the Board approve the adoption of funding model #3 for the FY 2006 allocation of state appropriations as referenced by committee agenda item #5 in the Board Book.

8. **FY 2006 Tuition**

The committee had planned to continue its discussion of the FY 2006 general tuition increases as referenced by committee agenda item #8 in the Board Book. Due to the lack of appropriations, the discussion was postponed.

The following committee members were present: Ms. Virginia Shanteau Newton (Ex Officio), Mr. Bob Owens, and Ms. Robinson. Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Aubrey Patterson were absent. Other Board members attending the meeting were: Mr. Ed Blakeslee, Dr. Stacy Davidson, Dr. D. E. Magee, Dr. Bettye Neely, Mr. Scott Ross, and Ms. Amy Whitten.

**Governance Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to address all governance issues pertaining to the structure of the Board, system issues, Commissioner, and Institutional Executive Officers, Bylaws and operating policies and procedures.

The committee was brought to order by Dr. Magee, Chair. On motion by Dr. Neely, seconded by Mr. Blakeslee, with Mr. Patterson absent and not voting, the committee recommended that all agenda items scheduled for action before the Governance Committee be referred back to the committee for further consideration.

1. The agenda items concerning amendments to the *Board Policies and Bylaws* are as follows:
 - a. The proposed amendments to policy 301.0512 Meeting Rules of Order for first reading as referenced by committee agenda item #1 in the Board Book;
 - b. The proposed amendments to add a new policy, 301.0802 Institutional Executive Officer Assessment/Evaluation, and to renumber the existing policies from 301.0802 through 301.0805 as referenced by committee agenda item #2 in the Board Book;
 - c. The proposed amendments to policy 301.0702 Duties of the Commissioner for first reading as referenced by committee agenda item #3 in the Board Book;
 - d. The proposed amendments to policy 301.0801 Duties of the Institutional Executive Officers for first reading as referenced by committee agenda item #4 in the Board Book; and

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- e. The proposed amendments to policy 301.03 Board Committees for first reading as referenced by committee agenda item #5 in the Board Book.

The following committee members were present: Dr. D. E. Magee (Chair), Mr. Ed Blakeslee, Dr. Bettye Neely, and Mr. Scott Ross. Mr. Aubrey Patterson was absent. Other Board members attending the meeting were: Dr. Stacy Davidson, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin Robinson, and Ms. Amy Whitten.

**Strategic Planning Committee
Wednesday, May 18, 2005**

Ms. Newton announced the committee's charge: to analyze long-term issues, challenges, and trends and make recommendations to the Board, including continuing development of system goals and strategic plans.

The committee was brought to order by Ms. Whitten, Chair. The following item was discussed:

1. **Annual Performance Goals**

On motion by Ms. Whitten, seconded by Mr. Blakeslee, with Mr. Thomas Colbert absent and not voting, the committee recommended that the Board approve the proposed performance goals as referenced by committee agenda item #1 in the Board Book.

The following committee members were present: Ms. Amy Whitten (Chair), Mr. Ed Blakeslee, Dr. D. E. Magee, and Dr. Bettye Neely. Mr. Thomas Colbert was absent. Other Board members attending the meeting were: Dr. Stacy Davidson, Ms. Virginia Shanteau Newton, Mr. Bob Owens, Ms. Robin Robinson, and Mr. Scott Ross.

EXECUTIVE SESSION

On motion by Dr. Davidson, seconded by Dr. Magee, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Patterson absent and not voting, the Board voted to close the meeting to determine whether or not it should declare an Executive Session. On motion by Mr. Owens, seconded by Ms. Robinson, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Patterson absent and not voting, the Board **voted to go into Executive Session** for the reason later reported by the President in Open Session and stated in these minutes, as follows:

Evaluation of the President at Mississippi State University.

On motion by Mr. Ross, seconded by Ms. Whitten, with Mr. Thomas Colbert, Mr. Roy Klumb, and Mr. Patterson absent and not voting, the Board voted to return to Open Session.

Evaluation of Dr. Charles Lee, the President of Mississippi State University.

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ADJOURNMENT

There being no further business to come before the Board, on motion by Dr. Magee, seconded by Ms. Robinson, with Mr. Patterson absent and not voting, the Board members voted to adjourn.

Virginia Shanteau Newton

President, Board of Trustees of State Institutions of Higher Learning

Richard A. Crofts

Commissioner, Board of Trustees of State Institutions of Higher Learning

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EXHIBITS

- Exhibit 1 Amendment to the *Board Policies and Bylaws* – 601.02 Freshman Admission Requirements for University System Institutions.
- Exhibit 2 Proposed rate increases for the student room and board fees.
- Exhibit 3 Facilities Summary for May 2005.
- Exhibit 4 The draft process for the Institutional Executive Officer assessments/evaluations that is being considered for the upcoming annual cycle.
- Exhibit 5 *A Point by Point Comparison Between the Current Board Policies and Bylaws and the Proposed Amendments* in regard to policy 301.0512 Meeting Rules of Order–for first reading.
- Exhibit 6 Ms. Robinson’s proposed amendments to the *Board Policies and Bylaws* – 301.0512 Meeting Rules of Order–for first reading.
- Exhibit 7 Proposed amendment to the *Board Policies and Bylaws* – 301.03 Board Committees – for first reading.

EXHIBIT 1

601.02 FRESHMAN ADMISSION REQUIREMENTS FOR UNIVERSITY SYSTEM INSTITUTIONS

The high school course requirements set forth below are applicable to students graduating from high school and entering a public institution of higher learning beginning in the summer of 2010. Institutions will develop equivalent standards for out-of-state applicants, earlier high school graduates and other applicants are not covered by this policy.

Any student who was not eligible for regular admission and who has not successfully completed the Summer Developmental Program must attend an accredited institution of higher learning other than those under the governance of the Board of Trustees and must attain a "C" average (2.0 GPA on a 4.0 scale) in the following 24 transferable semester credit hours to be eligible to transfer to an IHL institution:

6 semester hours	English Composition
3 semester hours	College Algebra or above
6 semester hours	Laboratory Science
9 semester hours	Transferable Electives

All other transfer students are subject to the following requirements:

A. HIGH SCHOOL COURSE REQUIREMENTS (College Preparatory Curriculum)

<u>Subject</u>	<u>Carnegie Units</u>	<u>Contents and Remarks</u>
English	4	All must require substantial communication skills components (i.e., reading, writing, listening, and speaking). <u>Compensatory Reading and Compensatory Writing may not be included.</u>
Mathematics	3 4	Includes Algebra I, Geometry, and Algebra II. A fourth class in higher level mathematics is highly recommended. <u>and any one of Advanced Algebra, Trigonometry, Pre-Calculus, Calculus, AP Calculus AB, AP Calculus BC, Discrete Mathematics, Probability and Statistics, and/or AP Statistics.</u>
Science	3 4	Choice of Biology, Advanced Biology, Chemistry, Advanced Chemistry, Physics, and Advanced Physics or any other science course with comparable

		<p>rigor and content. One Carnegie unit from a Physical Science course with content at a level that may serve as an introduction to Physics and Chemistry may be used. Two of the courses chosen must be laboratory based. Includes Biology I, Chemistry, Physics, and any one of Physical Science, Biology II, Chemistry II, AP Chemistry, Physics II, AP Physics B, AP Physics C – Electricity and Magnetism, and AP Physics C – Mechanics.</p>
Social Studies	3 <u>4</u>	<p>Courses should include United States History (1 unit), World History (1 unit with substantial geography component), Government (1/2 unit), and Economics (1/2 unit) or Geography (1/2 unit). Includes World History, U.S. History, Geography, U.S. Government, Economics, and Mississippi Studies. (Credit earned for a State/Local Government course in any other state and accepted by the Mississippi Department of Education may stand in lieu of Mississippi Studies.)</p>
<u>Arts</u>	<u>1</u>	<p><u>Includes any course accepted by the Mississippi Department of Education as meeting the requirements for graduation may suffice.</u></p>
Advanced Electives	2	<p>Requirements may be met by earning 2 Carnegie units from the following areas/courses, one of which must be in <u>Includes a Foreign Language (I and II) or Advanced World Geography and a Foreign Language (I):</u></p> <p>Foreign Language World Geography 4th year lab-based Science 4th year Mathematics</p>
Computer Applications	½	<p>Course should emphasize the computer as a productivity tool. Instruction should include the use of application packages, such as word processing and spreadsheets. The course should also include basic computer terminology and hardware operation.</p>

Pre-High School Units

Algebra I or first year Foreign Language taken prior to high school will be accepted for admission provided the course content is the same as the high school course.

B. FULL ADMISSION

Full admission will be granted to the following:

- (1) All students completing the College Preparatory Curriculum (CPC) with a minimum of a 3.20 high school grade point average (GPA) on the CPC; or
- (2) All students completing the College Preparatory Curriculum (CPC) with (a) a minimum of a 2.50 high school GPA on the CPC or a class rank in the top 50%, and (b) a score of 16 or higher on the ACT (Composite); or
- (3) All students completing the College Preparatory Curriculum (CPC) with (a) a minimum of a 2.00 high school GPA on the CPC and (b) a score of 18 or higher on the ACT (Composite).
- (4) NCAA Division I standards for student athletes who are "full-qualifiers" are accepted as equivalent to the admission standards established by the Board.

In lieu of ACT scores, students may submit equivalent SAT scores. Students scoring below 16 on the ACT (Composite) or the equivalent SAT are encouraged to participate in the Year-Long Academic Support Program during their freshman year.

C. ACADEMIC PLACEMENT RESULTING FROM VARIOUS DEFICIENCIES

Those Mississippi residents who applied and failed to meet Full Admission Standards along with any Mississippi high school graduate regardless of academic performance may, as a result of review, be admitted to the summer or fall semester.* The ACT is not a requirement in this category. The review shall involve a consideration of high school performance, ACT scores (if available), placement testing, special interests and skills as well as other noncognitive factors. The review shall result in placement in one of the following categories:

1. Full Admission

As a result of the review, students in this category may be placed as if admitted under Section B. In addition, students may be required to enroll in selected college level courses in science and social science equivalent to high school courses in which their background is inadequate. These courses will yield institutional credit.** Other students in this category may be required to participate in the Year-Long Academic Support Program.

2. Full Admission with Academic Deficiencies

Students who have not demonstrated adequate readiness in English or Reading or Mathematics will be granted Full Admission with Academic Deficiencies to the Summer Developmental Program. This is an intensive program that concentrates on those high school subject areas (English, Reading, and Mathematics) that are applicable to success in first-year college courses. These courses carry institutional credit.** Students who successfully complete the summer program, by passing developmental English, developmental Mathematics, developmental Reading and the Learning Skills Laboratory courses, will receive admission to the fall term with mandatory participation in the Year-Long Academic Support Program. Students who fail to successfully complete the Summer Developmental Program are not eligible for enrollment in the regular academic year and will be counseled to explore other post-secondary opportunities, including those offered by community colleges.

D. YEAR-LONG ACADEMIC SUPPORT PROGRAM

This program is designed to assist those students admitted with academic deficiencies, as well as other volunteer students, with their freshman courses. The Year-Long Academic Support Program will consist of classroom, individual, and computer-assisted instruction along with career counseling in a laboratory setting. The Program carries institutional credit.**

*Non-resident students who do not qualify for Full Admission may be considered for admission under this category through special requirements set by the Board of Trustees and available from each institution.

**Institutional credit courses do not count toward graduation but carry all other academic requirements.

EXHIBIT 2

Mississippi Institutions of Higher Learning Proposed Room and Board Rate Increases

	<u>FY 2004-05 Rate</u>	<u>Proposed Annual Increase</u>	<u>Proposed FY 2005-06 Rate</u>	<u>% Increase</u>
Alcorn State University				
Room Rates:				
"Double Occupancy Plan" average	\$2,272	\$147	\$2,419	6.5%
Board Rates:				
"Universal Plan"	\$1,740	\$104	\$1,844	6.0%
Delta State University				
Room Rates:				
"Single Occupancy Plan" average	\$3,558	\$120	\$3,678	3.4%
"Double Occupancy Plan" average	\$2,408	\$120	\$2,528	5.0%
"Apartments Plans" monthly average	\$335	\$20	\$355	6.0%
Board Rates:				
"12 meals per week & \$100 Flex"	\$1,630	\$90	\$1,720	5.5%
Jackson State University				
Room Rates:				
"Single Occupancy Plan" average	\$4,676	\$468	\$5,144	10.0%
"Double Occupancy Plan" average	\$2,928	\$234	\$3,162	8.0%
Board Rates:				
"15 Flex meal plan "	\$2,046	\$102	\$2,148	5.0%
Mississippi State University				
Room Rates:				
"Single Occupancy Plan" average	\$3,158	\$190	\$3,348	6.0%
"Double Occupancy Plan" average	\$2,684	\$162	\$2,846	6.0%
"Apartments Plans" monthly average	\$284 - \$476	\$17 - \$29	\$301 - \$505	6.0%
Board Rates:				
"Five meals + \$4.50 daily allowance Mon-Fri. and \$5 Sat. & Sun."	\$1,712	\$110	\$1,822	6.4%
Mississippi University for Women				
Room Rates:				
"Single Occupancy Plan" average	\$3,082	\$618	\$3,700	20.1%
"Double Occupancy Plan" average	\$2,252	\$248	\$2,500	11.0%
Board Rates:				
"Sodexo Plans I, II and III"	\$1,726	\$34	\$1,760	2.0%

Mississippi Institutions of Higher Learning Proposed Room and Board Rate Increases

FY 2004-05 Rate	Proposed Annual Increase	Proposed FY 2005-06 Rate	% Increase
Mississippi Valley State University			
Room Rates:			
"Single Occupancy Plan" average	\$2,898	\$226	\$3,124 7.8%
"Double Occupancy Plan" average	\$1,988	\$154	\$2,142 7.7%
Board Rates:			
"Universal Plan"	\$1,718	\$86	\$1,804 5.0%
University of Mississippi			
Room Rates:			
"Single Occupancy Plan" average	\$4,064	\$118	\$4,182 2.9%
"Double Occupancy Plan" average	\$2,870	\$82	\$2,952 2.9%
"Apartments Plans" average	\$3,676	\$100	\$3,776 2.7%
Board Rates:			
"UM Board Plan Average"	\$1,316	\$38	\$1,354 2.9%
University of Southern Mississippi			
Room Rates:			
"Single Occupancy Plan" average	\$3,940	\$197	\$4,137 5.0%
"Double Occupancy Plan" average	\$2,627	\$131	\$2,758 5.0%
"Apartments Plans" average	\$3,020	\$0	\$3,020 0.0%
Board Rates:			
"unlimited meals per week & \$75 Flex"	\$2,000	\$60	\$2,060 3.0%
University of Mississippi Medical Center			
Room Rates:			
"Single Occupancy Plan" average	\$3,192	\$162	\$3,354 5.1%
"Double Occupancy Plan" average	\$2,292	\$120	\$2,412 5.2%
"Apartments Plans" monthly average	\$325 - \$405	\$15	\$340 - \$420 3.7% - 4.6%

EXHIBIT 3

FACILITIES SUMMARY MAY 2005

ALCORN STATE UNIVERSITY

Approved a "Declaration of Emergency" to repair the chiller for the Library/Administration Building.

DELTA STATE UNIVERSITY

Approved Change Order #1 in the amount of \$1,377.44 for GS #102-189, Aircraft Hangar, and requested approval by the Bureau of Buildings, Grounds, and Real Property Management. Funds are available in the project budget.

Approved Change Order #5 for Classroom/Administration Building, GS#102-171, in the deductive amount of \$500 and an additional 51 days to Malouf Construction Corporation contract and requested approval by the Bureau of Buildings, Grounds and Real Property Management. Funds are available in the amount of \$8,000,000 from HB#1675, Laws of 1999 and SB#3158, Laws of 2001.

Approved the request of the university to abandon GS#102-202, Cutrer House, Phase II, and to change the scope of the project to re- roof the building. Requested approval from the Bureau of Buildings to pay Howorth and Associates 70% of the total fees owed to them. Funds are available at the Bureau of Buildings in the amount of \$650,000.

JACKSON STATE UNIVERSITY

Approved the following purchases for F & E Transition Dormitory - Phase II, GS#103-210:

- | | | |
|----|--|--------------|
| 1. | Business Interiors | \$168,088.44 |
| 2. | Business Interiors | \$428,000.00 |
| 3. | Business Interiors | \$ 60,367.76 |
| 4. | Ms. Business Furnishing & Supplies | \$65,913.10 |
| 5. | Ms. Industries for the Blind | \$20,972.00 |
| 6. | Dollie's Custom Draperies | \$9,200.00 |

Funds are available in the project budget.

MISSISSIPPI UNIVERSITY FOR WOMEN

Approved the university's request for the following proposals:

- | | | |
|----|--|----------|
| 1. | Geotechnical Subsurface and Pit Test Investigation
Pritchard Engineering Inc. | \$5,240 |
| 2. | Masonry Strength Investigation
Furgo South Inc. | \$22,822 |
| 3. | Testing/Evaluation-Structural Engineering
Lundy & Franke Engineering- not to exceed | \$8,500 |

MISSISSIPPI STATE UNIVERSITY

Approved the university’s request to purchase the following furniture/equipment for Mississippi Veterinary Diagnostic Laboratory - Phase II (original project #113-099)-GS #113-107

- (1) Diesel Mower from Frederick’s Sales & Service \$10,180.17
- (2) Microscopes from C Squared Corporation \$70,752.00
- (3) Lab Equipment from Fisher Scientific \$92,174.18

Funds are available in the amount of \$2,000,000 from SB #2988, Laws of 2003.

Approved the bids for New Residence Hall Complex- Site Improvements,Roy H. Ruby Hall- Pave, Light, and Landscape Parking Lot, IHL #205-207-D and award of contract to Superior Asphalt, Inc., Jackson, MS, in the amount of \$542,339.67. Funds will be provided from Mississippi State University Educational Building Corporation Bond Funds. (Board approved on the March Agenda-Building Chair authorized to award when the bids were received)

Approved Change Order #2 in the amount of \$7,130 with no additional time to the contract for R & R Campus Facilities, GS#113-101, and requested approval by the Bureau of Buildings. Funds are provided by S.B. 3197, Laws of 2002 in the amount of \$900,000, \$170,000 from MAFES designated funds, and \$50,000 from Veterinary Medicine designated funds.

Approved the revised construction cost estimate for GS #105-303, 2003 ADA Program. The cost estimate reflected an overage of \$22,163.82 on the budget of \$275,000. In addition, the estimate did not reflect a construction contingency that is required, therefore, we requested that an additional \$60,000 be added to the budget to cover the overage and allow a contingency of \$37,836.18.

MISSISSIPPI VALLEY STATE UNIVERSITY

Approved the bids for GS #106-202, Administration Building Repairs, Phase A, and requested approval and award of contract by the Bureau of Buildings, Grounds, and Real Property Management to the low bidder, David Smith Construction, Inc., in the amount of \$1,299,985.

Approved the award of contract to the low bidder, Williams Scotts Mann, of Madison, MS and requested approval by the Bureau of Buildings for GS #106-202, Administration Building, Phase B, lease of modular units.

UNIVERSITY OF MISSISSIPPI

Approved Change Order #2 in the amount of \$6,386 for Renovation of Old Education, GS #107-263 and requested approval by the Bureau of Buildings. Funds are available in the project budget.

UNIVERSITY OF MISSISSIPPI MEDICAL CENTER

Approved UMC’s request for the disbursement of funds received as part of issuance of Series 2005 B notes pursuant to the University Medical Cancer Institute Fund act, (Senate Bill #2010, 2004 Third Extraordinary Session of the Legislature) in the amount of \$5,000,000 less estimated debt issuance costs. The Bureau of Buildings will issue a check to the Medical Center.

Approved UMC's request for the disbursement of funds received as part of issuance of Series 2005 A notes pursuant to the University Medical Center Equipment Fund act, (Senate Bill #2010, 2004 Third Extraordinary Session of the Legislature) in the amount of \$6,000,000 less estimated debt issuance costs. The remainder of the funds should be distributed, without further request, after debt issuance costs are settled. The Bureau of Buildings will issue a check to the Medical Center.

Granted permission to the Medical Center to lease rooms from Admiral Retirement Center for temporary lodging for patients. This lease will provide 12 rooms at \$8,000 per month or \$96,000 per year for two years (with an option to extend) beginning July 1, 2005. The contract will not exceed \$240,000 for the two years.

UNIVERSITY OF SOUTHERN MISSISSIPPI

Approved Change Order #1 in the amount of \$20,905.81 for Green Coliseum HVAC Repairs, GS#108-227 and requested approval by the Bureau of Buildings. Funds are available in the project budget.

Approved the University of Southern Mississippi's request to purchase property located at 147 Beach Park, Long Beach, Mississippi. We were notified by University of Southern Mississippi that the subject property was purchased by another buyer.

Approved the Design Development Documents Greene Hall HVAC Upgrades for GS #108-236 and requested approval by the Bureau of Buildings. Funds are available from SB#2988 in the amount of \$900,000.

EDUCATION AND RESEARCH CENTER

Approved the award of a furniture and equipment contract to Business Interiors in the amount of \$67,945.35. We are transferring \$40,000 from private funds to increase the project budget.

EXHIBIT 4

Mississippi Institutions of Higher Learning Institutional Executive Officer Assessment/Evaluation

The Commissioner of Higher Education has primary responsibility for the annual evaluation of the institutional executive officer. Evaluations shall be conducted annually, but include constituent group input in alternate years (bi-annually) only. The Commissioner's annual evaluation shall include at a minimum an assessment of institutional performance at the system level and an assessment of individual performance goals and specific performance indicators reflective of long-term strategic institutional goals.

The assessment of each IEO's performance will be conducted in a manner that uses the highest professional standards and assures appropriate confidentiality. The assessment criteria, the process of assessment, and the selection of persons for participation in it shall be objective. Further, all assessment-related matters shall be consistent among institutional leaders, yet distinctive as dictated by institutional mission and goals.

The following criteria will be used in the evaluation process:

- a. **General Administrative Effectiveness Including Management of Human, Fiscal and Physical Resources**
- b. **Working Relations with the System and the Campus**
- c. **Academic Leadership and Effectiveness**
- d. **Community Relations**
- e. **Major Achievements of the Campus and the Institutional Executive Officer**
- f. **Personal Characteristics**

Evaluation Components

Evaluation of each Institutional Executive Officer shall be comprised of the following:

- **Board of Trustees Annual Performance Goals**
 - I. **Provide affordable higher education**
 - A. Compare State appropriations and net tuition and fee resources to peer institutions
 - II. **Provide increased participation in higher education**
 - A. Increase the percentage of Mississippians enrolled in four-year, public universities, including working age adults (ages 25-49)
 - III. **Demonstrate that students are learning the skills and knowledge necessary to compete in the global society**
 - A. Measure the percentage of college graduates who have shown their readiness for advanced practice
 1. Percent passing a national examination required to enter a licensed profession such as nursing, physical therapy, engineering, accounting, etc.
 2. Percent earning a competitive score on a nationally recognized graduate admissions examination, such as the Graduate Record Examination (GRE) or the Medical College Admission Test (MCAT)
 3. Percent passing a teachers' licensure examination in the state of Mississippi
 - B. Develop a more comprehensive means of assessment
 - IV. **Enhance Diversity**
 - A. Increase the diversity of the staff, faculty, administration and student body
 - B. Reach racial and ethnic parity in retention and graduation rates
 - C. Increase utilization of minority, female-owned and small businesses across the state and southeast region that offer quality goods and services
 - D. Develop meaningful opportunities for students to experience a diverse environment that will help prepare them for the 21st century

- V. **Enhance economic development**
 - A. Increase/meet research awards/grants and expenditures (dollars and number)
 - B. Increase industry/business outreach and technology transfer and commercialization: inventions, patents, royalties, and licenses and business startups, expansions, and locations
 - C. Increase graduates in disciplines that are important to Mississippi's economy and in which shortages exist
- VI. **Enhance academic excellence**
 - A. Ensure that all degree programs are on track or accredited by recognized national professional agencies
 - B. Improve graduation and retention rates
- VII. **Maintain and operate financially healthy institutions, including well maintained grounds and facilities**
 - A. Meet key financial indicators
 - 1. Net operating ratio
 - 2. Primary reserve ratio
 - 3. Debt coverage ratio
 - B. Achieve excellence in institutional audits
- VIII. **Promote, develop and implement programs and services to increase student success**

- **Individual Performance Goals and Indicators**

At the beginning of each academic year, the IEO will establish yearly individual performance goals and specific performance indicators reflective of long-term strategic institutional goals. These goals shall be finalized in collaboration with and approved by the Commissioner of Higher Education. Approved goals and indicators shall be shared with members of the Board of Trustees and with institutional constituents. During the annual evaluation, the IEO shall assess, document and report the extent to which the goals and indicators were met.

- **Self-Assessment**

A written self-assessment shall be completed by the IEO and submitted to the Commissioner.

During the self-assessment, the IEO should provide his/her perspective on such matters as: initial understanding of Board's expectations; major initiatives and results in response to those expectations; institutional goals established by the IEO, in addition to actions taken to accomplish them and the results of those actions; current challenges facing the institution and the executive officer; an assessment of personal leadership strengths; identification of leadership development needs; and specific request(s) for leadership development assistance, if desired.

- **Input from Constituent groups**

The following individuals and groups shall participate in the IEO evaluation biannually by meeting with the Commissioner:

- a. Senior Cabinet-level administrators
- b. Faculty Senate leadership
- c. Academic Deans
- d. Academic Council
- e. Staff Senate/Association
- f. Student Government Association
- g. Alumni Association
- h. University Foundation/Development
- i. Community leaders and elected officials
- j. Others as deemed necessary and agreed upon by the IEO and the Commissioner.

- **Institutional Performance indicators**

The assessment of performance indicators will be based on data collected and compiled by the IHL administrative office. Indicators shall be common to all IHL universities as appropriate; however, in the establishment of benchmarks, credence shall be given to the unique mission, goals and characteristics of each institution. Indicators shall include the following:

- a. Headcount enrollment and enrollment changes
- b. Transfer rates (from two-year colleges)
- c. Non-traditional student (i.e. at least 24 yrs. old) enrollment
- d. Distance learning and off-campus sites
- e. FTE enrollment and expenditures per FTE
- f. The percentage of minority students (i.e. other than the predominant or historical racial group)
- g. Total institution funded scholarships
- h. Total institution need-based scholarships
- i. Tuition cost relative to SREB and Carnegie peer institutions
- j. The average ACT score of entering freshmen
- k. The average high school GPA of entering freshmen
- l. Student GPA compared to ACT score
- m. The percentage of entering freshmen who have completed the College Prep Curriculum (CPC)
- n. The percentage of students on campus enrolled in academic support courses
- o. First year retention rates
- p. Graduation rates, Six-year
- q. Student pass rates on licensure, certification, and graduate admission examinations (e.g. Nursing, Praxis, Medical Board, State Bar, GRE, GMAT, LSAT, OAT, MCAT)
- r. The percentage of students enrolled in institutional study abroad programs
- s. The percentage of class sections taught by non full-time faculty
- t. The percentage of minority faculty (i.e. other than the predominant or historical racial group)
- u. The percentage of female faculty (i.e. other than the predominant gender in the case of historically single sex institutions)
- v. The percentage of minority executive/administrative employees
- w. The number of administrative and faculty employees by EEOC category per 100 students
- x. Evidence that minority contractors and small businesses have been informed of and have participated in university operational and capital improvement projects as primary contractors or subcontractors
- y. Total extramural funds received by the institution
- z. Research dollars received by the institution
- aa. The institution's current audit rating

- **Summary Review**

An evaluation report will be written by the Commissioner and shared with the IEO being assessed and with the Board of Trustees. The IEO may respond to the findings of the assessment, consistent with established personnel procedures.

- **Professional Development Plan**

Based on the results of the evaluation, a written, personal development plan for the following year shall be developed by the IEO and approved by the Commissioner.

- **Communicate Findings**

The IHL Commissioner and the president of the Board of Trustees shall be responsible for making public statements about IEO evaluations, as legally appropriate. The written evaluation report will be regarded as a confidential personnel matter.

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

EXHIBIT 5¹

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
<p>301.0512 MEETING RULES OF ORDER A. Meetings of the Board and its committees shall be conducted in accordance with controlling statutes and applicable bylaws, regulations, or policies. In the absence of such statutes, bylaws, regulations, or policies, meetings shall be conducted in accordance with the current Senate Rules of the Mississippi Legislature.</p>	<p>301.0512 MEETING RULES OF ORDER A—Meetings of the Board and its committees shall be conducted in accordance with controlling statutes and applicable bylaws, regulations, or policies. In the absence of such statutes, bylaws, regulations, or policies, meetings shall be conducted in accordance with the current Senate Rules of the Mississippi Legislature <u>the following Rules of Order. Inquiries outside the scope of these Rules and directed at parliamentary procedures will be resolved by reference to Robert's Rules of Order.</u></p>
<p>201.02 PRESIDENT OF THE BOARD Within 10 days after the beginning of the terms of office of its members, upon call of the Governor, the Board shall meet in the City of Jackson and organize by electing (1) of its number as president, whose term of office shall be for (1) year or until a successor shall be elected, and shall transact such other business as may come before the meeting. When the presiding officer has voted and the result is a tie, he cannot vote again to break the tie. <i>Miss. Code Ann.</i>, §37-101-7, as amended.</p> <p>301.01 OFFICERS OF THE BOARD A. PRESIDENT: There shall be a president elected by the Board from its membership whose term of office shall be for one year or until his or her successor is elected. The president of the Board shall preside at all meetings of the Board; he or she shall be an ex officio member of all standing and special committees; he or she shall appoint members of all standing or special committees; he or she shall, with the Commissioner, execute such instruments and contracts as may be ordered by the Board; he or she shall perform such duties as usually pertain to this office and such other duties as may be assigned by the Board; and he or she shall be governed in his action by the usual parliamentary procedure. The</p>	<p><u>Rule 1: Presiding Officer</u> <u>The President of the Board shall be the presiding officer at official Board functions. In his or her absence, the Vice President of the Board shall preside. In the absence of both, the most recent Past President of the Board who is present shall preside. For committee meetings, the chair of the subject committee shall be the presiding officer. In his or her absence, a committee member designated by the chair shall preside or the President of the Board, who is ex officio a member of all committees, shall preside.</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
<p>president of the Board may not succeed himself/herself as president after having served a full year term. <i>Miss. Code Ann.</i>, §37-101-7, as amended.</p> <p>B. VICE PRESIDENT: There shall be a vice president elected by the Board from its membership. The term of office shall be one year, and the vice president shall preside at meetings of the Board in the absence or disability of the president.</p> <p>The vice president of the Board shall automatically succeed to the office of president after having served a one-year term as vice president.</p> <p>The vice president shall become president upon the resignation, removal, death or incapacity of the president.</p>	<p><u>Rule 1:</u> <u>Presiding Officer</u> (cont'd)</p>
<p>201.04 MEETINGS OF THE BOARD The Board shall hold two (2) regular slated meetings annually, one (1) in June and the other in January, and as many special meetings as may be necessary on call of the president or on call of five (5) members. In either case, the call shall be in writing and shall be mailed by registered letter with return receipt requested, or by certified mail, to each and every member at least five (5) days prior to the date of meeting. Eight (8) members of the Board shall constitute a quorum for transaction of business. <i>Miss. Code Ann.</i>, §37-101-9, as amended.</p> <p>301.0501 REGULAR MEETINGS There shall be two regular slated meetings of the Board annually, one in June and the other in January. <i>Miss. Code Ann.</i>, §37-101-9, as amended.</p>	<p><u>Rule 2:</u> <u>Convening Meetings</u> <u>The Board and its committees shall convene at the times and places announced by public notice and as required by law, policy, or Board action.</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
<p>301.0502 SPECIAL MEETINGS There shall be as many special meetings of the Board as may be necessary upon call of the president of the Board or upon call of five members. <i>Miss. Code Ann.</i>, §37-101-9, as amended.</p> <p>301.0503 CALL TO MEETINGS The call shall be in writing and shall be mailed by certified letter with return receipt requested, or by certified mail, to each and every member at least five days prior to the date of meeting. <i>Miss. Code Ann.</i>, §37-101-9, as amended.</p> <p>301.0504 DATE OF MEETINGS It shall be the general policy of the Board to meet the third week of each month.</p> <p>301.0505 OPEN MEETINGS REQUIREMENTS It is the policy of the Board to conduct its meetings pursuant to the provisions of the Mississippi Open Meetings Act. <i>Miss. Code Ann.</i>, §25-41-1, as amended.</p> <p>301.0508 PLACE OF MEETINGS Generally, the Board will hold its meetings at its regular offices; however, the Board may designate as its meeting place any suitable place within the state.</p>	<p><u>Rule 2: Convening Meetings</u> (cont'd)</p>
<p>301.0511 QUORUM FOR TRANSACTION OF BUSINESS Eight (8) members of the Board shall constitute a quorum for transaction of business. <i>Miss. Code Ann.</i>, §37-101-9, as amended.</p>	<p><u>Rule 3: Quorums, Agenda, Other Business, and Rulings of the Presiding Officer</u> <u>A quorum for the transaction of business shall be a minimum of eight members of the Board. For committees, a quorum shall be a majority of the members. In the absence of a quorum of the appointed members of the committee, the President of the Board may then be counted toward a</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
<p>301.0506 MEETING AGENDA</p> <p>A formal agenda shall be prepared by the Commissioner for each official meeting of the Board, which shall be followed as the order of business without formal approval. Any departures from the order of business in the formal agenda must be by consent of a majority of the members present. The formal agenda will consist of items submitted on behalf of the various institutions and the Board offices. Unless otherwise specified on the face of an agenda item, the submission of an agenda item for Board approval by an Institutional Executive Officer or the Commissioner reflects the Institutional Executive Officer's or Commissioner's determination that: (1) the proposed action is authorized by all applicable laws, (2) all requirements of State law and Board policy relating thereto have been met prior to submission of the item, and, (3) adequate funds are available and have been identified for any expenditures authorized thereunder. The form of agenda items and the deadline for submission will be determined by the Commissioner. The Commissioner may refer agenda items to appropriate Board committees for consideration. Any agenda item submitted after the deadline for submission to the Commissioner will not be added to the agenda and considered by the Board at said meeting except upon a unanimous vote of the members present consenting to same. This consent requirement will apply to consideration of all agenda items including recommendations by Board committees in instances where agenda items relating to such recommendations are not submitted prior to the deadline.</p>	<p><u>Rule 3: Quorums, Agenda, Other Business, and Rulings of the Presiding Officer</u> (cont'd)</p> <p><u>quorum if present. No business may be transacted without the presence of a quorum.</u></p> <p><u>The agenda for each Board and Committee meeting shall be submitted to the members and published by the Office of the Commissioner of Higher Education prior to each meeting. Proposed agenda items arriving after publication of the agenda may only be added by unanimous consent of the members present. The presiding officer shall have the discretion to move items up or down the agenda with the consent of the majority of the Board, but may not remove items from the agenda unless so requested by the originator of the item.</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
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201.0402 PROCEDURES FOR CHANGING BOARD POLICIES AND ADOPTING NEW POLICIES

The adoption of new policies or changing existing policies is solely the responsibility of the Board. It is important that sufficient time be given to permit further study and to give interested parties an opportunity to react; therefore, no new policies nor policy revisions introduced for the first time shall be adopted until a subsequent meeting. The Board may temporarily approve a policy to meet emergency conditions. However, discussion and a final vote must be taken before the policy shall be formally adopted.

201.0403 PROCEDURES FOR ALTERING, AMENDING OR REPEALING BOARD BYLAWS OR ADOPTING NEW BYLAWS

These bylaws may be altered, amended or repealed and new bylaws may be adopted by a majority vote of the Board at any regular Board meeting or at any special Board meeting when the proposed amendment has been set out in the notice of such meeting.

301.0517 POSTPONEMENT OF BOARD CONSIDERATION

It shall be the policy of the Board to allow each member the privilege of temporarily removing any matter from consideration by the Board until the next regularly scheduled Board meeting. Such a request shall not be granted if two-thirds of the Board membership present at the meeting vote to proceed immediately with consideration of the matter. Any matter delayed for consideration pursuant to this policy may only be held over once in this manner.

No corresponding policies or bylaws to compare with this section.

Rule 3: Quorums, Agenda, Other Business, and Rulings of the Presiding Officer (cont'd)

Agenda items which create, amend, or eliminate policies and bylaws of the Board must have been presented and read for the first time at a prior meeting.

Any member may request a delay in consideration of an agenda item from one meeting to the next, but no agenda item may be so delayed more than once by any member. Such a request shall not be granted if two-thirds of the Board membership present at the meeting vote to proceed immediately with consideration of the matter.

Members may bring up non-agenda new business during Other Business. All questions relating to the priority of business and application of the Rules shall be decided by the presiding officer, with debate allowed only at the discretion of the presiding officer, subject to

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
	<p><u>appeal; such appeal must be made immediately upon the ruling of the presiding officer and when made becomes the precedent motion. The appeal shall fail unless a majority of the members present vote to overturn the ruling of the presiding officer. A member may move to suspend the Rules to take immediate action upon any matter in accordance with the provisions below.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 4.</p>	<p><u>Rule 4: Decorum and Speaking</u> <u>Members of the Board shall observe proper decorum when speaking, shall address the presiding officer, and shall refrain from derogatory and offensive language. The presiding officer shall recognize members to speak in the order in which they seek recognition. To seek recognition, members should raise their hands, or, if necessary, speak to call attention of the presiding officer. When a member is speaking, other members shall avoid side discussions and make no interruptions. The presiding officer, at his or her discretion, may limit each member to five minutes speaking time on any one issue and after each member has had the opportunity to speak once may call the question. The presiding officer shall have the authority to suspend business and remove members for abusive decorum.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 5.</p>	<p><u>Rule 5: Questions of Personal Privilege</u> <u>The right of a member to speak on a question of personal privilege shall be precedent but shall be limited to cases in which his or her integrity, character or motive is assailed, questioned or impugned. The presiding officer may limit such addresses to five minutes.</u></p>
<p>301.0512 MEETING RULES OF ORDER B. With the exception of usual, short, parliamentary motions, all motions, resolutions, or other propositions requiring Board action shall, whenever practicable, be reduced to writing before submission to a vote.</p>	<p><u>Rule 6: Parliamentary Inquiries and Points of Order</u> <u>It shall always be in order for a member to make a parliamentary inquiry or to raise a point of order to the presiding officer. Parliamentary inquiries shall be limited to clarification of pending business. A point of order must be raised immediately upon the occurrence of an infraction of the Rules or improper decorum. Inquiries</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
<p>In general, the rules of parliamentary procedure shall be followed during the meeting of the Board.</p>	<p><u>outside the scope of these Rules and directed at parliamentary procedures will be resolved by reference to Robert's Rules of Order. The presiding officer should consult with the parliamentarian and have the parliamentarian make a ruling the presiding officer will rule based on the parliamentarian's advice.</u></p>
<p>201.02 - PRESIDENT OF THE BOARD . . . When the presiding officer has voted and the result is a tie, he cannot vote again to break the tie. <i>Miss. Code Ann.</i>, §37-101-7, as amended.</p> <p>301.0512 MEETING RULES OF ORDER B. With the exception of usual, short, parliamentary motions, all motions, resolutions, or other propositions requiring Board action shall, whenever practicable, be reduced to writing before submission to a vote.</p> <p>In general, the rules of parliamentary procedure shall be followed during the meeting of the Board.</p> <p>301.0513 PRESIDENT'S VOTE The president of the Board shall be entitled to the same vote as any other member of the Board.</p> <p>301.0514 TIE VOTES When the presiding officer has voted and the result is a tie, he or she cannot vote again to break the tie. <i>Miss. Code Ann.</i>, §37-101-7, as amended.</p>	<p><u>Rule 7: Voting</u> <u>The presiding officer shall call for a voice vote to decide motions, but any member may require a vote by show of hands. A vote shall be recorded for each member present, with the exception that a member may, in advance of the vote, abstain, and have such abstention reflected in the minutes. A member may submit a brief written statement explaining his or her vote for inclusion in the minutes.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 8.</p>	<p><u>Rule 8: Seconding Motions Required</u> <u>Every motion shall require a second, except that a motion to close the meeting to determine the need for an executive session shall not require a second.</u></p>

**POINT BY POINT COMPARISON BETWEEN
THE CURRENT *BOARD POLICIES AND BYLAWS*
AND THE PROPOSED AMENDMENTS**

CURRENT <i>BOARD POLICIES AND BYLAWS</i>	PROPOSED AMENDMENTS TO THE <i>BOARD POLICIES AND BYLAWS</i>
	<p><u>for the previous question to a vote. If a majority of the members approve the previous question, then the presiding officer shall call for a vote on the main question without further discussion or debate.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 13.</p>	<p><u>Rule 13: Motion to Amend</u> <u>An amendment modifying the intention of a motion shall be in order; but an amendment relating to a different subject shall not be in order. A motion to amend a proposed amendment to a motion shall not be in order. However, after a motion to amend has been adopted, a new motion to amend shall be in order.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 14.</p>	<p><u>Rule 14: Motion to Substitute</u> <u>When a motion to substitute has been adopted, the substituted question replaces the original question and all prior amendments to said question. A motion to substitute may not be offered in place of an amendment but only for the main question.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 15.</p>	<p><u>Rule 15: Reconsideration</u> <u>The last order of business on the agenda shall be Reconsideration. At this time any member may move that an action taken previously during the same meeting be reconsidered. Upon a proper second and a majority vote of the members, the item of business being reconsidered shall be back before the Board or committee and shall require further action. No item may be reconsidered twice at the same meeting. No motion to reconsider actions taken at one meeting shall be in order at a subsequent meeting; provided that when a meeting is recessed it shall be deemed to be a continuation of the original meeting when it is reconvened.</u></p>
<p>No corresponding policies or bylaws to compare with Rule 16.</p>	<p><u>Rule 16: Pending Business</u> <u>In the event the Board or a committee adjourns before taking action on agenda items or matters pending, the Office of the Commissioner of Higher Education shall automatically place those items on the agenda for the next meeting.</u></p>

EXHIBIT 6

MS. ROBINSON'S SUGGESTED AMENDMENTS TO THE *BOARD POLICIES AND BYLAWS*

Rule 1: Presiding Officer

The President of the Board shall be the presiding officer at official Board functions. In his or her absence, the Vice President of the Board shall preside. In the absence of both, ~~the most recent Past President of the Board who is present shall preside.~~ **President of the Board may appoint a President Pro Tempore to preside at a Board function.** For committee meetings, the chair of the subject committee shall be the presiding officer. In his or her absence, a committee member designated by the chair shall preside or the President of the Board, who is ex officio a member of all committees, shall preside.

Rule 3: Quorums, Agenda, Other Business, and Rulings of the Presiding Officer

~~Any member may request a delay in consideration of an agenda item from one meeting to the next, but no agenda item may be so delayed more than once by any member. Such a request shall not be granted if two-thirds of the Board membership present at the meeting vote to proceed immediately with consideration of the matter.~~

Any member may offer a motion to table or delay consideration of an agenda item.

Members may bring up non-agenda new business during Other Business. All questions relating to the priority of business and application of the Rules shall be decided by the presiding officer, ~~with debate allowed only at the discretion of the presiding officer,~~ subject to appeal; such appeal must be made immediately upon the ruling of the presiding officer and when made becomes the precedent motion. The appeal shall fail unless a majority of the members present vote to overturn the ruling of the presiding officer. A member may move to suspend the Rules to take immediate action upon any matter in accordance with the provisions below

Rule 4: Decorum and Speaking

Members of the Board shall observe proper decorum when speaking, shall address the presiding officer, and shall refrain from derogatory and offensive language. The presiding officer shall recognize members to speak in the order in which they seek recognition. To seek recognition, members should raise their hands, or, if necessary, speak to call attention of the presiding officer. When a member is speaking, other members shall avoid side discussions and make no interruptions. The presiding officer, at his or her discretion, may limit each member to five minutes speaking time on any one issue and after each member has had the opportunity to speak once may call the question. The presiding officer shall have the authority to suspend business ~~and~~ **to** remove members for abusive decorum.

Rule 5: Questions of Personal Privilege

~~The right of a member to speak on a question of privilege shall be precedent but shall be limited to cases in which his or her integrity, character or motive is assailed, questioned or impugned.~~ **permits a request or main motion relating to the rights and privileges of the member seeking it. The presiding officer may limit such addresses to five minutes.**

EXHIBIT 7

301.03 BOARD COMMITTEES

301.0301 ESTABLISHING COMMITTEES

A. The Board by formal action and/or the President may establish standing, special or advisory committees as deemed appropriate to carry out the duties, obligations and functions of the Board. The members of each are to be appointed by the President.

301.0302 STANDING COMMITTEES

The Standing Committees of the Board shall review policy matters assigned to them and advise the Board regarding action to be taken.

A. The Standing Committees of the Board and the charge for each shall be:

1. **Educational Policies & Programs** - To review staff and institutional recommendations involving all campus programming and activities including Academic Affairs, Student Affairs, and Athletics, and advise the Board regarding policy ramifications and the development of system policies and practices within this jurisdiction.
2. **Budget, Finance & Audit** - To review staff and institutional recommendations involving all budget, financial, and auditing issues, and advise the Board regarding policy ramifications and the development of system policies and practices within this jurisdiction.
3. **Real Estate & Facilities** – To review staff and institutional recommendations involving all aspects of real estate and facilities, including but not limited to capital facility planning, construction, and real property management, and advise the Board regarding the development of system policies and practices within this jurisdiction.
4. **Legal** - To review staff and institutional recommendations regarding legal issues pertaining to the Board and the respective institutions, recommend action to the Board, and develop policy for Board consideration within this jurisdiction.
5. **Strategic Planning** – To analyze long-term issues, challenges, and trends and make recommendations to the Board, including continuing development of system goals and strategic plans.

6. **Governance** – To address all governance issues pertaining to the structure of the Board, system issues, Commissioner, and Institutional Executive Officers, Bylaws and operating policies and procedures.

B. SPECIAL COMMITTEES

Special (select or *ad hoc*) committees may be created by the president of the Board to perform specific functions not requiring the continuous existence of a committee. A special committee should not be appointed to perform a task that falls within the assigned function of an existing standing committee. The chair and members of a special committee shall be appointed by the president of the Board from the voting membership of the Board. Special committees shall cease to exist when their functions have been discharged; however, every special committee shall cease to exist one year after the date of its creation, unless continued by an affirmative action of the Board or the president of the Board.

301.0303 MEETINGS OF STANDING COMMITTEES

€: The committees may meet at such locations as deemed appropriate by the designated chairman of the standing committee or the president of the Board. Written notice of each meeting of a standing committee shall be mailed to the Board members at least five days in advance of the meeting date; but any notice which complies with the Mississippi Open Meetings Law may be given by other reliable means when, in the judgment of the chair of the committee or the president of the Board, a necessity exists.

A majority of the committee membership shall constitute a quorum for the conduct of business of a standing committee. The chair of the standing committee shall preside at all committee meetings; in the absence of the chair, the president of the Board shall preside. The procedures and rules of order governing the conduct of committee business shall be the same as those applicable to meetings of the Board. Minutes of every meeting of a standing committee shall be kept by a designated member of the Board staff.

301.0304 COMMITTEE MEMBERS

Each voting member of the Board shall at all times serve on at least one of the Standing Committees.

The president of the Board shall be an ex officio member of all committees with the authority to vote.

301.0305 REPORTING TO THE BOARD

~~D.~~ The respective committees shall report to the Board their findings of fact and/or their recommendations for the consideration of the Board. ~~B.~~ These committees will be assisted by the Commissioner and his/her staff.

301.0306 CLOSED SESSIONS

All meetings of committees shall be open to the public unless, consistent with the requirements of state law, a meeting of a committee is closed to the public by a motion duly made and adopted by the committee in an open meeting.

~~E. The committee is discharged by the Board's acceptance of its report unless otherwise determined.~~