

MISSISSIPPI  
BOARD OF TRUSTEES  
OF STATE  
INSTITUTIONS OF HIGHER LEARNING



FINAL BOARD BOOK  
March 20, 2014



# **FINAL BOARD BOOK OUTLINE**

## **IHL Board Meeting**

March 20, 2014 9:00 a.m.

IHL Boardroom Universities Center

## **Health Affairs Committee Meeting**

Immediately Following the Board Meeting

IHL Boardroom

## **CALL TO ORDER**

## **PRAYER**

Trustee Shane Hooper

## **INTRODUCTION OF GUESTS**

## **MINUTES**

February 20, 2014 Regular Board Meeting

February 26, 2014 Alcorn State University Board Search Committee Meeting

February 26, 2014 Special Called Meeting

March 4, 2014 Special Called Meeting

## **PRESENTATIONS**

Sightlines Presentation of FY 2013 Facility Data for the IHL System

**CONSENT AGENDAS**

Trustee Aubrey Patterson

**FINANCE**

- 1. SYSTEM – Requests for Approval of CPA Auditing Firms .....1
- 2. JSU – Requests for Approval of Contract with Elsevier B.V. ....2
- 3. MSU – Requests for Approval of Budget Escalation and Payroll Deduction
  - a. Mississippi State Chemical Laboratory .....3
  - b. Unum Group .....4
- 4. UM – Requests for Approval of Budget Escalations and Contractual Agreements
  - a. On-Campus Budget.....4
  - b. Auxiliary .....5
  - c. Athletics.....6
  - d. Allen Systems Group .....7
  - e. SAP Public Services. ....9
- 5. UMMC – Requests for Approval of Contractual Services Agreements
  - a. Paragon Contracting Services, Inc. ....10
  - b. University of Mississippi Medical Center Research Development Foundation (MCRDF).....12

**REAL ESTATE**

Approval of Initiations of Projects/Appointments of Professionals

*IHL Projects*

- 1. JSU – IHL 203-156 – JSU Student Housing Complex, Design Professional – Hollis+Miller Architects .....3

Approval of Budget Increases and/or Changes of Scope/Funding Source(s)

*Bureau of Building Projects*

- 2. ASU – GS 101-294 – Utility Infrastructure, Design Professional – Atherton Consulting Engineers.....5
- 3. MVSU – GS 106-237 – R.W. Harrison Renovation Expansion Phase I, Design Professional – Pryor & Morrow Architects/Vernell Barnes Architect .....6

*IHL Projects*

- 4. UMMC – IHL 209-357 – Parking Garage C and Road Revisions, Design Professional – Time Haahs Engineers/Architect .....9

Approval of Other Real Estate Requests

5. MSU – Approval to Delete from Inventory and Demolish Building 1441.....12

6. UM – Approval of the Exterior Design for the Multi-Purpose Facility, Design Professional -AECOM and Cooke Douglass Farr Lemons .....13

7. UM - Approval of the Exterior Design for the New Student Housing at Northgate, Design Professional – Cooke Douglass Farr Lemons/Eley Guild Hardy – A Joint Venture .....14

8. UM – Approval to Delete from Inventory and Demolish Buildings “D” and “E” .....15

9. UM – Approval of Naming of University Housing South Building as “Burns Hall” .....16

10. UMMC – IHL 209-544 – Approval of the Exterior Design for the Translational Research Center, Design Professional – Foil Wyatt Architects and Planners.....17

11. USM – Approval to Delete from Inventory and Demolish Buildings #148, 214 and 892.....19

12. USM – Approval of Naming of Buildings A, B, and C of Century Park South.....20

**LEGAL**

1. DSU – Approval to Hire Walker & Ungo LLC as Outside Counsel .....1

2. MSU – Approval to Amend/Renew Contract with Ware|Gasparian Law Firm as Outside Counsel .....2

**PERSONNEL**

1. Change of Status (MVSU) .....1

2. Sabbatical (MSU, MUW) .....1

3. Emeritus Status (JSU, USM) .....4

**ADMINISTRATION/POLICY**

1. ASU – Approval to Award One Honorary Degree .....1

2. DSU – Approval to Award One Honorary Degree .....1

3. MSU – Approval to Award Two Honorary Degrees .....1

**REGULAR AGENDAS**

**FINANCE**

Trustee Alan Perry

1. SYSTEM – Office of Student Financial Aid – Approval of Changes to the Teacher Education Scholars Loan/Scholarship Program Rules and Regulations.....1
2. SYSTEM – Office of Student Financial Aid – Approval of Changes to the Critical Needs Teacher Loan/Scholarship Rules and Regulations .....8
3. SYSTEM – Office of Student Financial Aid – Approval of Changes to the Critical Needs Alternate Route Teacher Loan/Scholarship Rules and Regulations .....17
4. SYSTEM – Office of Student Financial Aid – Approval of Changes to the William Winter Teacher Loan/Scholarship Rules and Regulations .....25
5. SYSTEM – Office of Student Financial Aid – Approval of Changes to the William Winter Alternate Route Teacher Loan/Scholarship Rules and Regulations .....33
6. SYSTEM – Office of Student Financial Aid – Approval of Changes to the Higher Education Legislative Plan for Needy Students Rules and Regulations .....41
7. SYSTEM – Office of Student Financial Aid – Approval of Changes to All Loan/Scholarship Rules and Regulations .....48
8. SYSTEM – Office of Student Financial Aid – Approval of Changes to the Nursing Teacher Stipend Loan/Scholarship Rules and Regulations .....49
9. JSU – Approval of Contract with GCA Education Services .....57
10. MSU – Approval of Contractual Services Agreements
  - a. Cray, Inc.....59
  - b. Aramark Educational Services, LLC .....60
11. UM – Approval of Contractual Services Agreement with Aramark Educational Services, LLC .....62
12. USM – Approval of Contractual Services Agreements
  - a. Key Government Finance, Inc. ....65
  - b. IMG Learfield Ticket Solutions, LLC .....68
  - c. Aramark Educational Services, LLC .....69

**LEGAL**

Trustee Doug Rouse

1. UMMC- Approval to Settle Tort Claim.....1

**INFORMATION AGENDAS**

Commissioner Hank Bounds

**ACADEMIC AFFAIRS**

- 1. SYSTEM – 2014 HEADWAE Honorees .....1
- 2. SYSTEM – 2014 Improving Teacher Quality Awards.....1
- 3. SYSTEM – 2013 Annual Performance Report for Mississippi Teacher Preparation Programs .....2

**FINANCE**

- 1. MUW – Emergency Purchase.....1

**REAL ESTATE**

**SYSTEM – Real Estate Items Approved Subsequent to the February 20, 2014 Board Meeting**

- Delta State University .....2
- Jackson State University .....3
- Mississippi State University .....4
- Mississippi University for Women .....5
- University of Mississippi .....7
- University of Mississippi Medical Center .....13
- University of Southern Mississippi.....14
- ERC.....15

**LEGAL**

- SYSTEM – Report of Payments to Outside Counsel .....1

**ADMINISTRATION/POLICY**

- 1. SYSTEM – Commissioner’s Notification of Approval.....1

**ADDITIONAL AGENDA ITEMS IF NECESSARY**

**OTHER BUSINESS/ANNOUNCEMENTS**

**EXECUTIVE SESSION IF DETERMINED NECESSARY**

**ADJOURNMENT**

MISSISSIPPI  
BOARD OF TRUSTEES  
OF STATE  
INSTITUTIONS OF HIGHER LEARNING



MINUTES FOR:

February 20, 2014 Regular Board Meeting  
February 26, 2014 Alcorn State University Board Search Committee Meeting  
February 26, 2014 Special Called Meeting  
March 4, 2014 Special Called Meeting

**MINUTES OF THE BOARD OF TRUSTEES OF  
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**BE IT REMEMBERED**, That the Mississippi 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 9 a.m., and pursuant to notice in writing mailed by certified letter with return receipt requested on November 26, 2013, to each and every member of said Board, said date being at least five days prior to this February 20, 2014 meeting. At the above-named place there were present the following members to wit: Mr. H. Ed Blakeslee, Mrs. Karen L. Cummins, Dr. Ford Dye, Mr. Shane Hooper, Mr. Bob Owens, Mr. Hal Parker, Mr. Aubrey B. Patterson, Mr. Alan Perry, Ms. Christine Pickering, Dr. Douglas Rouse, and Mr. C.D. Smith. Ms. Robin J. Robinson was absent. The meeting was called to order by Mr. Bob Owens, President, and opened with prayer by Dr. David Jussely, Minister of Teaching/Discipleship at the First Presbyterian Church in Hattiesburg, Mississippi.

**INTRODUCTION OF GUESTS**

- President Patterson welcomed the Student Government Association Officers: Avery Ford, SGA President of Alcorn State University; Sydney Hodnett, SGA President for Delta State University; Charles Cathey, SGA President of Jackson State University; Michael Hogan, SGA President of Mississippi State University; Timothy Mbogo, SGA President of Mississippi University for Women; Shanklin D’Ryan, SGA Officer for Mississippi Valley State University; and Ann Marie Chilcutt, SGA President of the University of Southern Mississippi.

**ANNOUNCEMENTS**

- Commissioner Bounds indicated the White House Initiative on Historically Black Colleges and Universities recently announced its first class of HBCU All-Stars, recognizing 75 undergraduate, graduate and professional students for their accomplishments in academics, leadership and civic engagement. Currently enrolled at 62 HBCUs, the All-Stars were selected from 445 students who submitted completed applications that included a transcript, resume, essay and recommendation. The HBCU All-Stars will serve as ambassadors of the White House Initiative by providing outreach and communication with their fellow students about the value of education the initiative as a networking resource. Each of our HBUs had a student named as an All-Star: Alcorn State University: Lawrence Warren of Brookhaven; Jackson State University: Candace Chambers of Jackson; and Mississippi Valley State University: Rodney Rice of Itta Bena.
- Commissioner Bounds noted that Governor Phil Bryant issued a proclamation naming February as College Access Month in Mississippi. He felt it was important to draw attention to the importance of College Access because we know that, in less than five years, more than half of Mississippi’s jobs will require a credential of value beyond high school. Post-secondary education will open up these jobs to our citizens and help them transform their lives.



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- The Commissioner reminded everyone about Universities Day at the Capitol 2014 will be held on Thursday, March 6. All eight universities, along with the University of Mississippi Medical Center and Mississippi State University's Division of Agriculture, Forestry and Veterinary Medicine, will participate. Our universities will showcase how our universities are helping to solve Mississippi's most pressing problems through education, research and outreach. Commissioner Bounds encourage everyone to attend.
- Commissioner Bounds addressed the recent incident at the University of Mississippi involving the statue honoring James Meredith and the very courageous steps he took, not just for himself, but for our state and generations of students that have and will come behind him. While the actions of those responsible are reprehensible, the way the university handled this incident clearly indicated that this type of behavior is not acceptable by the university, the community or the State of Mississippi. President Patterson also expressed his appreciation and admiration about how this incident was handled.

**APPROVAL OF THE MINUTES**

On motion by Trustee Cummins, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve the Minutes of the Board meeting held on January 16, 2014.

**2014 DIVERSITY AWARDS OF EXCELLENCE  
IN OBSERVANCE OF BLACK HISTORY MONTH**

President Aubrey Patterson noted that each year the Board observes Black History Month by celebrating the achievements and accomplishments of one individual from each state institution of higher learning who has contributed significantly to the positive advancement of diversity on his/her campus and in the community.

Trustee C.D. Smith, Chair of the Diversity Awards Committee, thanked the members of the committee for their time and effort: Trustee Karen Cummins, Trustee Shane Hooper, Trustee Alan Perry, and IHL staff member, Ms. Pearl Pennington. Trustee Smith also recognized the members of the IHL staff who worked to make this event happen: Ms. Caron Blanton, Ms. Bridget Breithaupt, and Mr. Henry Anderson. Trustee Rouse gave special thanks to Ms. Clotee Lewis, IHL Coordinator of Public Affairs, for her assistance. Trustee Smith also thanked Mr. Jay Ferchaud from the University of Mississippi Medical Center for assisting with the photographs.

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Trustee Smith congratulated all of the nominees and presented them with a Certificate of Recognition for their outstanding vision, dedication, as well as serving as role models and strong advocates for the advancement of diversity at their respective universities and in the surrounding communities. The nominees were as follows:

Mr. Darryl V. Grennell	Alcorn State University
Dr. Temika Simmons	Delta State University
Dr. Loretta A. Moore	Jackson State University
Dr. Paula Threadgill	Mississippi State University, Division of Agriculture, Forestry and Veterinary Medicine
Dr. Kimberly Dorsey	Mississippi University for Women
Mr. Alphonso Sanders	Mississippi Valley State University
Ms. Valeria Beasley-Ross	University of Mississippi
Dr. Bettina M. Beech	University of Mississippi Medical Center
Dr. Adina Green	University of Southern Mississippi

Trustee Smith recognized Dr. Rani Warsi Sullivan, Associate Professor in the Department of Aerospace Engineering, at Mississippi State University, as the 2014 Diversity Educator of the Year. Robert Smith, M.D., Executive Director of the Central Mississippi Health Services, Inc., Jackson, Mississippi was recognized as the special community honoree. Dr. Sullivan and Dr. Smith were each presented with a resolution and plaque commemorating this award. A copy of the resolutions is included in the *February 20, 2014 Board Working File*.

### **ANNOUNCEMENT**

- Trustee Bob Owens welcomed Mr. George Smith a former Hinds County Supervisor who was the first elected black official in Hinds County and the longest elected official in the state with his service spanning twenty-five years. Trustee Owens also recognized Dr. James Anderson, the 2001 recipient of the IHL Board's community honoree award for his service in the 60s and 70s in the state.

### **CONSENT AGENDA**

On motion by Trustee Pickering, seconded by Trustee Dye, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve the following Consent Agenda. Agenda items #5, #7, and #8 were approved contingent upon approval from the Attorney General's Office.

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**FINANCE**

1. **System** – Approved the proposed multi-year tuition rate for resident and non-resident students effective for years 2015-2017 for the professional schools at the University of Mississippi Medical Center and Mississippi State University for final approval. (See Exhibit 1.) In compliance with Board Policy 702.04 (C) Consideration of Request, the information was submitted to the IHL Board for first reading at the January 16, 2014 meeting.
2. **MSU** – Approved the request to amend an existing lease agreement with New Cingular Wireless PCS, LLC (NCW) for 1,635 square feet of space in Davis Wade Stadium. The purpose of the amendment is to lease different space in Davis Wade Stadium to NCW. The amendment does not increase the square footage leased to NCW, but moves it to a different location. The newly leased space will allow NCW to expand its distributed antenna system and will enhance NCW's ability to sublease space on the system to other providers thus providing additional revenue for MSU. The amendment does not change the term of the agreement. The term remains fifteen years starting on June 22, 2011 and ending on June 21, 2026. The amendment will not immediately increase revenue for MSU. However, the amendment will allow NCW to sublease space on the distributed antenna system to Verizon Wireless at which time – according to the terms of the original agreement – MSU will receive thirty percent of the sublease revenue. As stated in the original agreement, MSU will receive a minimum of \$961,132 over the term of the agreement. Once NCW has subleased space on the distributed antenna system to Verizon Wireless as provided for by the amendment, MSU estimates that its revenue will increase by \$1,350 per month for the remainder of the agreement. The agreement which has been reviewed and approved by the Attorney General's Office is on file in the Board Office.
3. **MVSU** – Approved a resolution authorizing the filing of an application to the Mississippi Department of Transportation for a grant to assist in providing transportation services. Through an agreement with the Mississippi Department of Transportation and the Federal Transit Administration, MVSU provides public transportation services in eight Delta counties: Carroll, Grenada, Holmes, Humphreys, Leflore, Sunflower, Tallahatchie and Washington. The mass transit system serves as a vital means of transportation for students to attend the university. A copy of the resolution is included in the *February 20, 2014 Board Working File*.
4. **UMMC** – Approved the request to amend its Master Customer Agreement with Passport Health Communications, Inc. The amendment will increase the estimated cost of the current agreement; to provide for an upgrade to the Premium EDI Eligibility services; and, provide for the addition of the Coverage Discovery product. Passport's products and services provide eligibility verification technology for capturing patient insurance information prior to service. The term of the amendment is for the remainder of the term of the 2011 agreement commencing on or about March 1, 2014 through August 31, 2016. The estimated cost associated with the amendment is \$537,782.40. The amendment will increase the total estimated contract cost from \$307,190.40 to \$844,972.80. A breakdown of the costs associated with the amendment is included in the bound *February 20, 2014 Board Working File*. The agreement will be funded by patient revenues. The

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agreement which has been reviewed and approved by the Attorney General's Office is on file in the Board Office.

5. **UMMC** – Pending approval by the Attorney General's Office, the Board approved the request to enter into an agreement with Indigo America, Inc., a wholly owned subsidiary of Hewlett-Packard Company ("HP"), for the maintenance service and consumables used in two of its printing presses in the Printing Department. The Board also approved the request to enter into a Letter of Agreement for pass-through terms associated with its purchase of a new printing press via its group purchasing organization, Novation. The purpose of the Letter of Agreement is to purchase the HP Indigo 7600 printing press through an approved vendor with Novation. The purpose of the service and consumables contract is to maintain both the new HP Indigo 7600 and UMMC's existing printing press, the HP Indigo 5500. The contract allows UMMC to lock in discounted pricing well below open market value. The term of the agreement is for two (2) years beginning approximately March 1, 2014 and continuing until February 28, 2016. The total cost of both contracts is \$1,325,381. The purchase cost of the HP Indigo 7600 is \$589,181. The service and consumables contract will cost an estimated \$736,200. A breakdown of the service and consumables contract is included in the bound *February 20, 2014 Board Working File*. The agreement will be funded by general funds. Approval by the Attorney General's Office is contingent upon Indigo America, Inc. obtaining a Certificate of Authority to Transact Business from the Mississippi Secretary of State. Board staff approval is contingent upon receipt of DFA sole source certification by the Attorney General's Office. A copy of the agreement is on file in the Board Office.
6. **UMMC** – Approved the request to enter into an agreement with Henry Schein, Inc. to purchase dental supplies from a single vendor at guaranteed, discounted prices for use in clinical and educational settings. The term of the agreement is three years starting on March 1, 2014 and ending on February 28, 2017. The estimated cost of the three-year agreement is \$1,500,000. The agreement does not require an annual purchase commitment from UMMC. However, UMMC estimates that purchases in each year of the agreement will total approximately \$500,000. Funds are available from general funds. The agreement which has been reviewed and approved by the Attorney General's Office is on file in the Board Office.
7. **UMMC** – Pending approval from the Attorney General's Office, the Board approved the request to enter into an agreement with Rockwell Medical (Rockwell) for the purchase of acetate free dry citric acid concentrates, bicarbonate products and as needed custom solutions for use in renal dialysis therapy. The initial term of the agreement is for three (3) years with the option to renew for up to two (2) one (1) year terms. The total maximum term of the agreement is five (5) years, approximately March 1, 2014 through February 28, 2019. UMMC is requesting approval for the maximum five (5) year term. The total estimated contract cost for the maximum five (5) year contract term is \$911,666.62. The estimated total cost breakdown by year is included in the bound *February 20, 2014 Board Working File*. The current agreement will be funded by patient revenues. Approval by the Attorney General's Office is contingent upon submission of a copy of

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the Department of Finance and Administration's certification of sole source within 10 days of receipt. A copy of the agreement is on file in the Board Office.

8. **UMMC** – Pending approval from the Attorney General's Office, the Board approved the request to enter into an agreement with Therakos, Inc. for the purchase of refurbished equipment and, related lighting equipment, supplies and procedural kits for UMMC's newly established photopheresis treatment program. The term of the agreement is for three (3) years beginning on or about March 1, 2014 through February 28, 2017. The total estimated contract cost for the three (3) year term is \$2,633,584.90. This total includes the following costs for the treatment of thirty-five (35) patients yearly: 1) one-time purchase of a refurbished system with initial light assembly included - \$20,600, 2) optional purchase of system light assemblies in years 2 and 3 - \$4,852.10, 3) purchase of an estimated 315 cases of procedural kits - \$2,427,734.40, and 4) purchase of an estimated 105 cartons of sterile solution vials - \$180,398.40. While the initial equipment cost is a one-time cost, UMMC estimates an annual 20% price increase for consumables (kits & solution) cost for years 2 and 3 of the contract due to anticipated increases in patient volume as well as anticipated increases in the list cost of consumables as Therakos may change the cost at any time. In addition, UMMC estimates an annual 20% price increase for the cost of the optional lighting equipment after year 1 of the agreement. A breakdown of the total estimated costs of the agreement including any anticipated price increase is included in the bound *February 20, 2014 Board Working File*. The agreement will be funded by patient revenues. Approval by the Attorney General's Office is contingent upon submission of a copy of the Department of Finance and Administration's certification of sole source within 10 days of receipt. Board staff approval is contingent upon receipt of DFA sole source certification by the Attorney General's Office. A copy of the agreement is on file in the Board Office.
9. **USM** – Approved the request to enter into a Guaranty of Lease Agreement to release Bracco Diagnostics, Inc. (Bracco) as the Existing Guarantor and accept Emergent BioSolutions, Inc. (Emergent) as the Replacement Guarantor for the Lease Agreement with the University and E-Z-EM, Inc. dated October 21, 2010. The initial lease term of one year commenced in 2011 on the day after the expiration of the Transition period. The lease term will automatically renew for up to nine (9) one year term renewals unless the lease is terminated by Tenant upon sixty days' notice to university prior to the current term expiration. The full 10-year period of lease will expire no later than February 28, 2021. Beginning with the initial one year term, the annual rent to be paid to university was \$63,600. When the lease is automatically renewed, the university receives an additional annual rent of \$63,600. Total rent for all renewal terms would be \$636,000 plus consumer price index increases during the fifth through ninth renewal terms. None of the financial terms from the original lease agreement are being altered as a result of the change in guarantors. The contractual alterations and related guarantor agreement which have been reviewed and approved by the Attorney General's Office are on file in the Board Office.

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10. **USM** – Approved the request to execute the Notice of Federal Interest (NFI) as required for all Capital Improvement Program or Facility Investment Program projects funded by the Department of Health and Human Services. The NFI will be recorded in the land records of Forrest County, Mississippi, and will apply to Federal Grant#C76HF20718-01-00. The first grant was Federal Grant #C76HF15020-01-00 in the amount of \$1,506,780 for the design of the nursing facility only and a NFI was not required as part of the grant terms and conditions. In order to receive the federal funds for second Federal Grant #C76HF20718-01-00 in the amount of \$2,722,500, the university is required to execute the NFI granting the federal government an interest in the real property where the School of Nursing facility will be located. The project will include design, construction, furnishing and equipping of a new 84,682 square foot facility for the College of Nursing. The facility will include classrooms, labs, administrative, faculty, and staff offices as well as food service and other support spaces. It will be located at Montague Blvd. and Ross Blvd., in accordance with the IHL Board approved Campus Facilities Master Plan. The proposed project budget is \$30 million. Funds are available from Federal Grant #C76HF15020-01-00 (\$1,506,780); Federal Grant #C76HF20718-01-00 (\$2,722,500); S.B. 2913, Laws of 2013 (\$20,000,000); and Private Donations (\$5,770,720). The Attorney General’s Office has reviewed and approved this item.

**REAL ESTATE**

11. **JSU** – Approved the initiation of **GS 103-277, Library Envelope Repairs**, and the retention/appointment of Burris/Wagnon Architects as the design professional. The project is currently in the design phase due to insufficient funds. The university has since obtained the necessary funds to proceed with the project and needs to escalate the project budget in order to allow the university to proceed with the completion of the design phase, construction and the roof replacement. With the increased budget, the project now requires IHL Board approval. The project will consist of repair and/or replacement of brick veneer and the steel angle support the masonry. The proposed project budget is \$1.55 million. Funds are available from HB 1701, Laws of 2010 (\$115,000); HBCU Funds in SB 2851, Laws of 2013 (\$961,000) and Capital Expense Funds in SB 2851, Laws of 2013 (\$474,000).
12. **UM** – Approved the initiation of **IHL 207-377, UM Athletics Facility Improvements**, the retention/appointment of AECOM as the primary design professional and granted the authority to move forward with the design phase. Any smaller projects that “break off” with separate design professionals of record will follow IHL and Board policy currently in place. Additional items will be submitted for initiation where the project cost is over \$1 million, and design professional RFQ and interview will occur for projects over \$3 million. The expected scope of this project includes the expansion of Vaught-Hemingway Stadium through enclosing the endzone on the north side and adding suites and skyboxes on the south and west sides, improving the FedEx Academic Support Center, improving and repurposing the Starnes Athletic Center to hold the ticket office, Ole Miss Athletics Foundation office and Rebel Shop as well as improving

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the Gillom Sports Center. The proposed project budget is \$2.4 million. Funds are available from Private donations received through the Ole Miss Athletics Foundation's "Forward Together" fundraising campaign (\$2,400,000).

13. **UM** – Approved the initiation of **IHL 207-378, New Student Housing at Northgate**, and to appoint Cooke Douglass Farr Lemons – Eley Guild Hardy – A Joint Venture as the design professionals. In addition to the student housing project approved by the Board in November 2013, this student housing project follows an aggressive schedule intended to be complete in time to open in August 2015. The university will use the existing design of a building recently completed on the Oxford campus in August 2013. Modifications will be made to suit the Northgate site. The building is anticipated to be four (4) or five (5) stories providing 250-300 additional beds. While the primary purpose of this request is driven by time, the university will benefit from reduced design fees as well. The proposed project budget is \$18 million. Funds are available from Internal R&R (\$18,000,000).
14. **UM** – Approved the request to increase the budget for **IHL 207-361, Lamar Hall Phase II-B**, from \$7.5 million to \$7.8 million, an increase of \$300,000. The project is currently in the construction phase. This is the first budget escalation request made for this project by the university. The increase is requested to offset the \$300,000 of additional work required on the project due to latent conditions. The scope of this project includes roof replacement, refurbishment of existing tiered classrooms, upper level window replacement, office renovation, and installation of new mechanical, electrical, and plumbing systems. This is the final phase of a complete renovation that addresses major building infrastructure issues and provides needed classroom and academic office space at the core of campus. Funds are available from Internal R&R funds (\$7.8 million).
15. **JSU** – Approved the request to grant a temporary easement and right-of-way to the Mississippi Department of Transportation for public improvements, grading, sodding, and other construction on university property adjacent to Mississippi Veteran's Memorial Stadium at South Stadium Drive roadway from the intersection of Woodrow Wilson Avenue north to the intersection of Stadium Drive encompassing the width of university's right-of-way. The grantee shall have the right to use, occupy, improve, grade, sod, ditch, drain, and otherwise use for construction purposes so long as necessary to complete the construction project in accordance with the plans and specifications for the project being subject to the Federal Highway Administration. Upon completion of the said work of construction the said temporary easement shall terminate and all rights, title, and interest in and to the described land shall revert to the grantors, their heirs, assigns, legal representatives, or grantees. The Attorney General's Office has reviewed and approved this item.
16. **MSU** – Approved the exterior design of the proposed Alpha Delta Pi Sorority House. A copy of the rendering is included in the bound *February 20, 2014 Board Working File*. The project is currently in the design phase and will be constructed by Alpha Delta Pi Sorority on leased land from the university. The new sorority house will consist of approximately 16,800 square feet.

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This is a modification of a prior version of the exterior of the Alpha Delta Pi Sorority house. The facility went from an original three level design to a two level design.

17. **MSU** – Approved the exterior design of the proposed Delta Gama Sorority House. A copy of the rendering is included in the bound *February 20, 2014 Board Working File*. The project is currently in the design phase and will be constructed by Delta Gamma Sorority on leased land from the university. The existing sorority house consists of approximately 16,094 square feet. The project will renovate the existing square footage and add an additional 7,936 square feet to the house to bring the total square footage of the facility to approximately 24,030.

**LEGAL**

18. **MSU** – Approved the request to renew a contract with Stites & Harbison, PLLC, located at 401 Commerce Street, Suite 800, Nashville, TN 37219, to provide services necessary in assisting the university with obtaining patents for designs, processes, products and other patentable materials developed in connection with the university. The contract will be for one (1) year or until March 20, 2015. The hourly rates to be paid the firm's attorneys will range from \$165 to \$310, and the hourly rate for paralegals will be \$95, which are the same rates agreed to in the prior contract with this firm. The maximum amount payable under the contract will be \$100,000. The Attorney General has approved this request.
19. **USM** – Approved the request to hire the law firm of Bryan Nelson P.A., as outside counsel to perform services as necessary and render legal advice in the practice areas of higher education law; employment law including EEOC, ERISA and employee benefits litigation; interpretation and enforcement of construction contracts; drafting and review of complex contracts; interpretation of contractual language, negotiation, and possible litigation relating to insurance issues; litigation of contract disputes and other matters not covered by the Mississippi Tort Claims Act; and disability law. The request includes the use of any and all attorneys employed by the firm, at the discretion of the firm, whose expertise and experience is required to assist in the representation of the university pursuant to the agreement. The hourly rate to be charged will be \$165 per hour for attorneys and \$65 per hour for the time expended by paralegals. The approval will be for a period of time beginning on March 22, 2014, and expiring on March 21, 2015. The maximum amount budgeted for payment of legal fees under this agreement would be \$50,000. The Attorney General has approved this request.



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**20. PERSONNEL REPORT**

**CHANGE OF STATUS**

**Mississippi Valley State University**

- Kevin Williams, *from* Associate Vice President for Enrollment Management; salary of \$95,000 per annum, pro rate; E&G Funds; *to* Dean of Enrollment Management, no salary change; effective January 13, 2014.

**University of Southern Mississippi**

- Frances Lucas, *from* Vice President and Campus Executive Officer for the Gulf Coast; *to* Vice President for Gulf Park Campus, no salary change; effective March 1, 2014.
- Denis Wiesenburg, *from* Provost and Professor of Marine Science; *to* Provost and Vice President for Academic Affairs and Professor of Marine Science, no salary change; effective March 1, 2014.

**SABBATICAL**

**Mississippi University for Women**

- Thomas G. Velek, Professor of History, *from* salary of \$73,505 per annum, pro rata; E&G Funds; *to* salary of \$36,752.50 for sabbatical period; E&G Funds; effective August 13, 2014 to December 15, 2015; professional development

**University of Mississippi**

*(All on nine-month contract except where denoted \* for twelve-month contract)*

- Dr. Allison Paige Burkette, Associate Professor of Modern Languages, *from* salary of \$59,815 per annum, pro rata; E&G Funds; *to* salary of \$29,907 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- Dr. Marco Cavaglia, Associate Professor of Physics and Astronomy, *from* salary of \$75,852 per annum, pro rata; E&G Funds; *to* salary of \$37,926 for sabbatical period; E&G Funds; effective August 20, 2014 to May 9, 2015; professional development
- Dr. Elizabeth K. Ervin, Associate Professor of Civil Engineering, *from* salary of \$88,317 per annum, pro rata; E&G Funds; *to* salary of \$44,158 for sabbatical period; E&G Funds; effective August 20, 2014 to December 31, 2014; professional development
- \*Dr. Iwo Labuda, Chair and Professor of Mathematics, *from* salary of \$133,211 per annum, pro rata; E&G Funds; *to* salary of \$49,954 for sabbatical period; E&G Funds; effective August 30, 2014 to December 31, 2014; professional development

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- Matthew L. Long, Associate Professor of Art, *from* salary of \$65,563 per annum, pro rata; E&G Funds; *to* salary of \$32,781 for sabbatical period; E&G Funds; effective August 20, 2014 to May 9, 2015; professional development
- Jennifer Mizenko, Professor of Theatre Arts, *from* salary of \$73,193 per annum, pro rata; E&G Funds; *to* salary of \$36,596 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- Dr. Michael C. Mossing, Associate Professor of Chemistry and Biochemistry, *from* salary of \$80,078 per annum, pro rata; E&G Funds; *to* salary of \$40,039 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- Dr. Brice Noonan, Assistant Professor of Biology, *from* salary of \$65,631 per annum, pro rata; E&G Funds; *to* salary of \$32,815 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- Dr. Timothy W. Nordstrom, Associate Professor of Political Science, *from* salary of \$77,697 per annum, pro rata; E&G Funds; *to* salary of \$38,848 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- \*Dr. Ted. Ownby, Director of the Center for the Study of Southern Culture and Professor of History, *from* salary of \$133,046 per annum, pro rata; E&G Funds; *to* salary of \$49,892 for sabbatical period; E&G Funds; effective August 20, 2014 to December 31, 2014; professional development
- Dr. Christian Sellar, Assistant Professor of Public Policy Leadership, *from* salary of \$59,510 per annum, pro rata; E&G Funds; *to* salary of \$29,755 for sabbatical period; E&G Funds; effective January 21, 2015 to December 31, 2015; professional development
- Dr. Jason David Solinger, Assistant Professor of English, *from* salary of \$59,200 per annum, pro rata; E&G Funds; *to* salary of \$29,600 for sabbatical period; E&G Funds; effective January 21, 2015 to May 9, 2015; professional development
- Dr. Sandra M. Spiroff, Associate Professor of Mathematics, *from* salary of \$69,000 per annum, pro rata; E&G Funds; *to* salary of \$34,500 for sabbatical period; E&G Funds; effective August 20, 2014 to December 31, 2014; professional development
- Dr. Tamara J. Warhol, Associate Professor of Modern Languages, *from* salary of \$59,839 per annum, pro rata; E&G Funds; *to* salary of \$29,919 for sabbatical period; E&G Funds; effective August 20, 2014 to December 31, 2014; professional development
- Dr. Kelly Gene Wilson, Professor of Psychology, *from* salary of \$78,742 per annum, pro rata; E&G Funds; *to* salary of \$39,371 for sabbatical period; E&G Funds; effective August 20, 2014 to May 9, 2015; professional development
- Dr. Noell Rebecca Howell Wilson, Croft Assistant Professor of History and International Studies, *from* salary of \$57,718 per annum, pro rata; E&G Funds; *to* salary of \$28,859 for sabbatical period; E&G Funds; effective August 20, 2014 to May 9, 2015; professional development

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- Dr. Alexander B. Yakovlev, Professor of Electrical Engineering, *from* salary of \$113,479 per annum, pro rata; E&G Funds; *to* salary of \$56,739 for sabbatical period; E&G Funds; effective August 20, 2014 to December 31, 2014; professional development.

**University of Southern Mississippi**

- Mary Ann Adams, Professor of Child and Family Studies, *from* salary of \$88,068 per annum, pro rata; E&G Funds; *to* salary of \$39,140 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Wendy Atkins-Sayre, Associate Professor of Communication Studies, *from* salary of \$65,492 per annum, pro rata; E&G Funds; *to* salary of \$29,108 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Parthapratim Biswas, Associate Professor of Physics and Astronomy, *from* salary of \$62,835 per annum, pro rata; E&G Funds; *to* salary of \$31,417.50 for sabbatical period; E&G Funds; effective August 18, 2014 to May 19, 2014; professional development.
- Daniel Capper, Associate Professor of Religion, *from* salary of \$56,350 per annum, pro rata; E&G Funds; *to* salary of \$25,044 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Clifton Dixon, Associate Professor of Geography, *from* salary of \$91,562 per annum, pro rata; E&G Funds; *to* salary of \$40,696 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Leah Fonder-Solano, Professor of Foreign Languages and Literatures, *from* salary of \$61,956 per annum, pro rata; E&G Funds; *to* salary of \$27,536 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Andrew Haley, Associate Professor of History, *from* salary of \$57,809 per annum, pro rata; E&G Funds; *to* salary of \$25,692 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Kay Harris, Associate Professor of English, *from* salary of \$54,059 per annum, pro rata; E&G Funds; *to* salary of \$30,035 for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.
- Fujun Lai, Professor of Management, *from* salary of \$118,500 per annum, pro rata; E&G Funds; *to* salary of \$65,835 for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.
- Marcos Machado, Associate Professor of Music, *from* salary of \$56,474 per annum, pro rata; E&G Funds; *to* salary of \$25,100 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Michael Madson, Associate Professor of Psychology, *from* salary of \$62,545 per annum, pro rata; E&G Funds; *to* salary of \$34,745 for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.

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- Morgan Rempel, Associate Professor of Philosophy, *from* salary of \$54,421 per annum, pro rata; E&G Funds; *to* salary of \$28,150 for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.
- Ward Sayre, Associate Professor of Economics, *from* salary of \$76,302 per annum, pro rata; E&G Funds; *to* salary of \$ 33,912 for sabbatical period; E&G Funds; effective August 18, 2014 to December 31, 2014; professional development.
- Marek Steedman, Associate Professor of Political Science, *from* salary of \$56,899 per annum, pro rata; E&G Funds; *to* salary of \$31,610 for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.
- Chaoyang Zhang, Professor and Director of Computing, *from* salary of \$104,732 per annum, pro rata; E&G Funds; *to* salary of \$58,185for sabbatical period; E&G Funds; effective January 1, 2015 to May 19, 2015; professional development.

**RETROACTIVE APPROVAL OF EMPLOYMENT**

**University of Mississippi**

*(Hire with Tenure – also reported under Tenure Section below)*

- Jocelyn Tipton, M.L.S.; Assistant Dean for Public Services and Associate Professor; salary of \$92,000, per annum, pro rata; E&G funds; hired with tenure; effective June 1, 2013

**RETROACTIVE APPROVAL OF TENURE**

**University of Mississippi**

- Weixing Chen, Ph.D; Chair and Professor of Public Policy Leadership *(New hire with tenure; twelve-month contract)*; effective August 1, 2013
- Eric Lambert, Ph.D; Chair and Professor of Legal Studies *(New hire with tenure; twelve-month contract)*; effective August 15, 2013
- Jocelyn Tipton, M.L.S.; Assistant Dean for Public Services and Associate Professor *(New hire with tenure; twelve-month contract)*; effective June 1, 2013

**ACADEMIC AFFAIRS**

Presented by Trustee Ford Dye, Chair

On motion by Trustee Dye, seconded by Trustee Smith, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #1 as submitted on the Academic Affairs Agenda.

1. **System** – Approved the requests for new academic programs as follows:

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- a. **JSU** – Bachelor of Science in Biomedical Engineering degree (This degree requires 128 credit hours. Board Policy 511 Hours to Degree stipulates a maximum of 124 credit hours. The Board granted an exception for this program.);
- b. **JSU** – Bachelor of Science in Statistics degree;
- c. **JSU** – Doctor of Philosophy in Computational and Data-Enabled Science and Engineering degree;
- d. **JSU** – Doctor of Philosophy in Engineering degree;
- e. **MSU** – Doctor of Philosophy in Physics degree; and
- f. **MUW** – Master of Arts in Women’s Leadership degree.

**FINANCE AGENDA**

Presented by Trustee Alan Perry, Chair

On motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #1 as submitted on the Finance Agenda. On motion by Trustee Pickering, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #2. On motion by Trustee Blakeslee, seconded by Trustee Dye, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #3.

1. **System** – Approved the IHL System Audit Charter based on review and recommendations by Carr, Riggs and Ingram, LLC in their role as consultants to the IHL Internal Audit function. A copy of the charter is included in the *February 20, 2014 Board Working File*.
2. **MSU** – Approved a Resolution for the MSU Educational Building Corporation (EBC) to issue up to a maximum aggregate principal amount of \$50 million of long-term bonds for the purpose of constructing a classroom facility and cafeteria and for payment of issuance costs. The Board also approved the related bond documents including the lease, ground lease, preliminary offering statement, continuing disclosure agreement, official form of proposal, escrow agreement, the bond purchase agreement in substantially final form, and granted permission to execute these documents. Of this amount, \$14,500,000 will be used to construct the cafeteria building (IHL 205-267, Fresh Food Company Residential Dining Facility) and \$29,500,000 will be used to construct the Classroom and Parking Garage Facility (GS 105-345). The remaining balance of \$6,000,000 will be used to pay transaction costs (\$585,000), capitalized interest (\$4.5 million), and reserve for changes in bond pricing (\$918,272). MSU will issue up to a maximum of \$50 million par value in fixed rate bonds. Based on the Financial Advisor’s report dated January 10, 2014, the proposed debt amortization will have will have an average annual debt payment of \$3.3 million at a true interest cost of 5.02 percent. The analysis provided by the Financial Advisor assumes that potentially \$16.475 million may be issued as taxable bonds. The university

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has not yet determined whether this portion of bonds will be issued as taxable or tax-exempt. Future market conditions will influence this decision. The Cafeteria project was initiated with Commercial Paper as a funding source along with EBC bonds. At the January 2014 Board meeting, the Board also approved a request to add Commercial Paper as a funding source for the Classroom and Parking Garage project. Board Policy Section 906 Educational Building Corporations requires that the Financial Advisor provide additional analysis to support the use of Commercial Paper. Currently, the university does not intend to use Commercial Paper. Such use will only be allowed following submission of additional analysis by the Financial Advisor and subsequent approval by the Board. Revenue will be allocated to service debt from current Board-approved Capital Fee and parking revenue for the Classroom and Parking Garage. Cafeteria debt will be serviced by meal plan commission and debt service payments made by Aramark. The resolution and form of bond documents has been reviewed and approved by the Attorney General's Office.

3. **UMMC** – Approved the request to enter into an agreement with TriageLogic, LLC for nurse triage call center services. The Board also granted retroactive approval of costs of \$128,502 incurred since the previously approved contract expired June 30, 2013. The Board approved an agreement between UMMC and TriageLogic in June 2008 for the period July 1, 2008 through June 30, 2013 for a total cost of \$1,400,000. Since the expiration of the agreement in June 2013, UMMC has continued to utilize TriageLogic's services on a month-to-month basis. The agreement will provide callers with afterhours call center services to address pediatric health issues. Callers will be assisted by licensed, registered nurses and/or telephone representatives employed by TriageLogic. The initial term of the agreement is for one (1) year beginning on or about March 1, 2014. The agreement will automatically renew annually for up to four (4) one year terms unless notice is given by either party at least sixty (60) days prior to the end of the then current term. UMMC is seeking approval of the total five (5) year term, March 1, 2014 through February 28, 2019. The total contract cost for the five (5) year period is estimated to be \$1,221,125. This amount is based on the following: an annual fixed rate of \$237,725 for up to 18,500 calls for the year, and estimated annual charges of \$6,500 for 500 additional calls anticipated by UMMC over the initial 18,500 for the year. The agreement will be funded by patient revenues. The agreement which has been reviewed by the Attorney General's Office is on file in the Board Office.

**LEGAL AGENDA**

Presented by Trustee Doug Rouse, Chair

On motion by Trustee Rouse, seconded by Trustee Blakeslee, with Trustees Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #1 as submitted on the Legal Agenda. On motion by Trustee Rouse, seconded by Trustee Hooper, with

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Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #2. On motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve agenda item #3. On motion by Trustee Rouse, seconded by Trustee Blakeslee, with Trustees Robinson absent and not voting, all Trustees legally present and participating voted unanimously to move agenda items #4 and #6 to the Executive Session Agenda.

1. **MUW** – Approved the request to appoint Nora Miller as a legislative liaison. This request is made in order to comply with Board Policy 201.0506 Political Activity.
2. **MVSU** – Approved the request to appoint Veronica Cohen as a legislative liaison. This request is made in order to comply with Board Policy 201.0506 Political Activity.
3. **UMMC** – Approved the request to enter into an Affiliation Agreement between UMMC and Friends of Children’s Hospital, Inc. (Friends). The term of the agreement will be for five years. A copy of the proposed agreement which has been reviewed and approved by the Attorney General’s Office is on file at the Board Office.
4. **UMMC** – Settlement of Tort Claim No. 1882 styled as *Delvyn Nelson vs. UMMC, et al.* **(THIS ITEM WAS MOVED TO THE EXECUTIVE SESSION AGENDA.)**
5. **UMMC** – Settlement of IHL Self-Insured Workers’ Compensation Program Claim No. 55-34807-1 styled as *Carmilla McAdory vs. UMMC, et al.* **(THIS ITEM WAS MOVED TO THE EXECUTIVE SESSION AGENDA.)**
6. **USM** - Settlement of IHL Self-Insured Workers’ Compensation Program Claim No. 55-34215-1 styled as *Tommy Cawthon vs. USM, et al.* **(THIS ITEM WAS MOVED TO THE EXECUTIVE SESSION AGENDA.)**

**INFORMATION AGENDA**

Presented by Commissioner Hank M. Bounds

**REAL ESTATE**

1. **System** – The Board received the Real Estate items that were approved by the Board staff subsequent to the January 16, 2014 Board meeting in accordance with Board Policy 904 Board Approval. **(See Exhibit 2.)**

**LEGAL**

2. **System** – The Board received a report of the payment of legal fees to outside counsel. **(See Exhibit 3.)**

**ADMINISTRATION/POLICY**

3. **System** – The following items have been approved by the Commissioner on behalf of the Board and are available for inspection at the Board Office.

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- a. **DSU** - In accordance with Board Policy 707.01 Land, Property, and Service Contracts, “The Commissioner is authorized and empowered to approve non-oil, gas and mineral leases in an amount equal to or less than \$100,000.” On January 6, 2014, the Commissioner approved the request by Delta State University on behalf of its School of Nursing (DSU) to enter into a lease with KBM Investments, LLC (“Lessor”). This agreement is for the lease of approximately 3,000 square feet of space in Cleveland, Mississippi to establish the Healthy Lifestyles Clinic. The space will be used to provide programs and/or services related to improving the health of Bolivar County citizens. The lease term will run for an initial six (6) month period. The parties may extend the agreement for up to two twelve (12) month periods upon receipt of approval of the Commissioner and provided adequate funding is available. DSU will pay \$2,000 per month for the lease of the space plus an initial \$1000 deposit. The total cost for a three (3) year lease term is \$65,000. In addition to rent costs, DSU will be responsible for payment of utilities. This agreement is funded by the HRSA Delta State Rural Development Network Grant Program. The Executive Office legal staff have reviewed and approved the contract documents.
- b. **UMMC** - In accordance with Board Policy 707.01 Land, Property, and Service Contracts, “The Commissioner is authorized and empowered to approve non-oil, gas and mineral leases in an amount equal to or less than \$100,000.” On January 15, 2014, the Commissioner approved the request to enter into a lease agreement with Vital Records Control of Mississippi (VRC). (As background, UMMC currently leases space from VRC for off-site storage of hospital medical records.) The agreement is for the lease of approximately 20,000 cubic feet of storage space at VRC’s facility in Jackson, MS. The space will be used by various smaller UMMC departments to store office and research records. In addition, VRC services also include the indexing and archiving of records, retrieval and delivery services, and expedited processing of requests. The proposed lease will be for a one (1) year period, February 1, 2014 through January 31, 2015. UMMC will pay \$75,000 for the twelve (12) month term. The Executive Office legal staff have reviewed and approved the contract documents.
- c. **UMMC** - In accordance with Board Policy 707.01 Land, Property, and Service Contracts, “The Commissioner is authorized and empowered to approve non-oil, gas and mineral leases in an amount equal to or less than \$100,000.” On January 17, 2014, the Commissioner approved the request to enter into a lease agreement with North Mississippi Medical Center, Inc. (NMMC). The agreement is for the lease of clinical space in the East Tower of the North Mississippi Medical Center in Tupelo, MS. The area will be used by specialized UMMC physicians for the provision of pediatric subspecialty care to patients in this area of the State. UMMC physicians will be on-site fourteen (14) days per month for patient consultation and supervision. The lease will run for a three (3) year period, commencing on or about January 15, 2014 through January



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14, 2017. UMMC will pay \$23,520 annually for the lease of the space. The total cost for the lease term is \$70,560. NMMC, as Lessor, will provide utilities, and, maintenance for the building, grounds and parking lot. The Executive Office legal staff have reviewed and approved the contract documents.

- d. **USM** - In accordance with Board Policy 701.06 Budget Escalations and Revisions, all revisions to annual budgets which do not increase the total amount of the budgets must be approved by the Commissioner prior to implementation and subsequently reported to the Board. On January 6, 2014, the Commissioner approved the revisions to the On Campus (Hattiesburg Campus) Budget, the Off Campus (Gulf Coast Campus) Budget, Gulf Coast Research Lab Budget, and Auxiliary Enterprises Budget for Fiscal year 2014. The Executive Office financial staff have reviewed and approved these revisions. These budget revisions contain no increases in total budget but rather reallocations among individual expense categories. A copy of the revisions will be maintained in the IHL Department of Finance and Administration for review.
- e. **SYSTEM** – On January 22, 2014, the Commissioner reviewed and approved the Quarterly Employment Reports which lists all hires and all separations for the period beginning October 1, 2013 and ending December 31, 2013. These reports are required by Board Policies 401.0102 Delegation of Authority and 801.09 Resignations. The Executive Office financial staff has reviewed and approved the institutions' second quarter submissions. A copy of these reports will be maintained in the IHL Department of Finance and Administration.

**ANNOUNCEMENTS**

- President Patterson noted the next Board meeting will be March 20<sup>th</sup> in Jackson. The Health Affairs Committee will commence following the executive session.

**EXECUTIVE SESSION**

On motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to close the meeting to determine whether or not is should declare an Executive Session. On motion by Trustee Hooper, seconded by Trustee Perry, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously **to go into Executive Session** for the reasons reported to the public and stated in these minutes, as follows:

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Discussion of three public university litigation matters and  
Discussion of one personnel matter at a public university.

**During Executive Session, the following matters were discussed and/or voted upon:**

On motion by Trustee Dye, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve the settlement of Tort Claim No. 1882 styled as *Delvyn Nelson vs. UMMC, et al.*, as recommended by counsel.

On motion by Trustee Pickering, seconded by Trustee Perry, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve the settlement of IHL Self-Insured Workers' Compensation Program Claim No. 55-34807-1 styled as *Carmilla McAdory vs. UMMC, et al.*, as recommended by counsel.

On motion by Trustee Pickering, seconded by Trustee Perry, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to approve the settlement of IHL Self-Insured Workers' Compensation Program Claim No. 55-34215-1 styled as *Tommy Cawthon vs. USM, et al.*, as recommended by counsel.

The Board discussed a personnel matter at one of the public universities.

**On motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to return to Open Session.**

**ADJOURNMENT**

There being no further business to come before the Board, on motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting, all Trustees legally present and participating voted unanimously to adjourn the meeting.

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President, Board of Trustees of State Institutions of Higher Learning

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Commissioner, Board of Trustees of State Institutions of Higher Learning

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**EXHIBITS**

- Exhibit 1      Proposed multi-year tuition rate for resident and non-resident students effective for years 2015-2017 for the professional schools at the University of Mississippi Medical Center and Mississippi State University for final approval.
- Exhibit 2      Real Estate items that were approved by the IHL Board staff subsequent to the January 16, 2014 Board meeting.
- Exhibit 3      Report of the payment of legal fees to outside counsel.

# EXHIBIT 1

## February 20, 2014

### University of Mississippi Medical Center Professional Schools

	FY 2014	Approved Change	FY 2015 *	Approved Change	FY 2016 *	Approved Change	FY 2017 *
<b>Doctor of Dentistry</b>							
Mississippi Resident	\$ 22,530	\$ 1,780	\$ 24,310	\$ 1,215	\$ 25,525	\$ 1,275	\$ 26,800
Non-Resident Surcharge	29,965	2,368	\$ 32,333	1,617	\$ 33,950	1,700	\$ 35,650
Non-Resident Rate	\$ 52,495	\$ 4,148	\$ 56,643	\$ 2,832	\$ 59,475	\$ 2,975	\$ 62,450
% annual increase - MS Resident		7.9%		5.0%		5.0%	
% annual increase - Non-Resident		7.9%		5.0%		5.0%	
% annual increase - Blended			7.9%		5.0%		5.0%

<b>Doctor of Medicine</b>							
Mississippi Resident	\$ 23,149	\$ 1,200	\$ 24,349	\$ 1,300	\$ 25,649	\$ 1,300	\$ 26,949
Non-Resident Surcharge	30,788	-	\$ 30,788	1,677	\$ 32,465	3,467	\$ 35,932
Non-Resident Rate	\$ 53,937	\$ 1,200	\$ 55,137	\$ 2,977	\$ 58,114	\$ 4,767	\$ 62,881
% annual increase - MS Resident		5.2%		5.3%		5.1%	
% annual increase - Non-Resident		0.0%		5.4%		10.7%	
% annual increase - Blended			2.2%		5.4%		8.2%

<b>Doctor of Physical Therapy</b>							
Mississippi Resident	\$ 12,461	\$ 1,495	\$ 13,956	\$ 1,675	\$ 15,631	\$ 1,876	\$ 17,507
Non-Resident Surcharge	19,314	-	\$ 19,314	-	\$ 19,314	-	\$ 19,314
Non-Resident Rate	\$ 31,775	\$ 1,495	\$ 33,270	\$ 1,675	\$ 34,945	\$ 1,876	\$ 36,821
% annual increase - MS Resident		12.0%		12.0%		12.0%	
% annual increase - Non-Resident		0.0%		0.0%		0.0%	
% annual increase - Blended			4.7%		5.0%		5.4%

# EXHIBIT 1

## February 20, 2014

### Mississippi State University Professional Schools

	FY 2014	Approved Change	FY 2015 *	Approved Change	FY 2016 *	Approved Change	FY 2017 **
<b>Doctor of Veterinary Medicine</b>							
Mississippi Resident	\$ 18,682	\$ 695	\$ 19,377	\$ 722	\$ 20,099	\$ 744	\$ 20,843
Non-Resident Surcharge <sup>1</sup>	25,200		\$ 25,200		\$ 25,200		\$ 25,200
Non-Resident Rate	\$ 43,882	\$ 695	\$ 44,577	\$ 722	\$ 45,299	\$ 744	\$ 46,043
% annual increase - MS Resident		3.7%		3.7%		3.7%	
% annual increase - Non-Resident		0.0%		0.0%		0.0%	
% annual increase - Blended			1.6%		1.6%		1.6%

\* the 2015 and 2016 rates have been pre-approved by the IHL Board

\* the 2017 rates were approved by the IHL Board on January 16, 2014

<sup>1</sup> The Non-Resident Surcharge is set by SREB (allowance for states who share professional schools). Due to increased competition for at-large students, MSU CVM has not been able to increase the surcharge without risk of losing non-resident students to other peer institutions. The non-resident students do pay the increases included in the resident (base) tuition.

# EXHIBIT 2

February 20, 2014

## **SYSTEM: REAL ESTATE ITEMS APPROVED SUBSEQUENT TO THE January 16, 2014 BOARD MEETING SUBMISSION DEADLINE**

**NOTE: THE FOLLOWING ITEMS WERE APPROVED BY THE BOARD'S REAL ESTATE AND FACILITIES STAFF ACCORDING TO BOARD POLICY §904 (A) BOARD APPROVAL.**

**Change Order Approval Note: No change orders approved by Board staff, as reflected within any of the following informational agenda items, increase the Board approved total project budget. The total project budget as approved by the Board provides for a contingency fund, which allows for an increase in the construction budget of between five and ten percent. Any increase in the total project budget caused by a change order, would require Board approval and could not be approved by Board staff.**

**1. ASU– GS 101-269 – Dumas Hall Renovations**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #7** in the amount of \$15,552.00 and one hundred ten (110) additional days to the contract of Paul Jackson & Son, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** January 10, 2014

**Change Order Justification:** **Change Order #7** is necessary to add 76 days for extended overhead, to deduct for liquidated damages accessed at 60 days and to add weather days to the contract time.

**Total Project Change Orders and Amount:** Seven (7) change orders for a total amount of \$195,945.16.

**Project Initiation Date:** January 31, 2008

**Design Professional:** Duvall Decker Architects, P.A.

**General Contractor:** Paul Jackson & Son, Inc.

**Project Budget:** \$7,000,000.00

**2. JSU– GS 103-281 – Alexander Center Renovation Phase II**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Schematic Design Documents** as submitted by Foil-Wyatt Architects & Planners, PLLC. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** December 19, 2013

**Project Initiation Date:** October 17, 2013

**Design Professional:** Foil-Wyatt Architects & Planners, PLLC

**General Contractor:** TBD

**Project Budget:** \$8,500,000.00

**3. MSU– GS 105-343 – Lee Hall Renovation**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #8** in the amount of \$67,130.44 and nine (9) additional days to

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the contract of West Brothers Construction, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** December 20, 2013

**Change Order Justification: Change Order #8** is necessary to provide additional electrical provisions required by the newly adopted elevator code, to rework the 4<sup>th</sup> floor attic toilet lighting in two locations to avoid conflict with the existing attic framing, to correct errors in the construction documents, to install & rework miscellaneous electrical items including power to the ADA operators in the basement, power to an exhaust fan, to add three additional light fixtures, adding maintenance lights to the air handling units, changing light fixtures to work in the correct ceiling type, adding a switch for the projection screen, to install power and data in rooms 4006 and 4302, and to add motorized shades on the fourth floor south windows for additional sun control.

**Total Project Change Orders and Amount:** Eight (8) change orders for a total amount of \$705,906.18.

**Project Initiation Date:** June 16, 2011

**Design Professional:** Dale and Associates Architects, P.A.

**General Contractor:** West Brothers Construction, Inc.

**Project Budget:** \$20,700,000.00

#### 4. MSU– IHL 205-260 – Expansion & Renovation to Davis Wade Stadium

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #3** in the amount of \$907,891.46 and zero (0) additional days to the contract of Harrell Contracting Group, LLC.

**Staff Approval Date:** December 17, 2013

**Change Order Justification: Change Order #3** is necessary to remove unsuitable soil at the storm drainage pipe & replace with limestone, provide additional MSE wall along the existing east wall of the west concourse to allow for leveling pad installation, remove unsuitable soil at the north end zone & replace with select fill limestone & filter fabric, revise MSE wall under west concourse due to unsuitable soil, provide a new junction box at the existing drainage flume under the west side at the north end of the existing stadium, rework the new foundation footings to incorporate existing footings, provide new concrete & reinforcement to rework the foundation around the existing storm drain, offset the existing water line at B.S. Hood to allow installation of a new RCP, provide sprinkler fire protection piping for the west side of the stadium, provide (2) PVC raceways & fiber optic cables from Barnes & Noble to Bost Extension Center, provide panic hardware for the double doors to the electrical room, provide CMU pilaster at each end due to the beam not being able to bear on the new column, provide CMU wall to create a plumbing chase in the first aid toilet, increase member size on aluminum handrails, extend modified bitumen roofing to the back side of the architectural precast concrete panels between specified columns, provide new concrete encased duct bank from the north end zone to the primary switch pumps underneath the existing east stadium, rework the catch basin to allow for piping from the existing inlet, remove the existing thru-wall a/c unit from the existing elevator equipment room & replace with a new mini-split unit, revise the edge of the slab dimension on the specified gridline at the scoreboard seating level, add (22) make-up air louvers above the doors to the restrooms, black out the existing lines &

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install a new straight parking line for Memorial Hall, provide additional electrical provisions for the west concourse concession (stand 2) & stand (4), reroute the storm drain pipe from the building to the C-1 structure, provide a mini-split a/c unit & associated power for elevator 7 & 8 at the southwest tower, apply Sherwin-Williams Loxon Vertical stain to all exposed columns & beams up to & including the first beam height, provide a fibercrete box pad beneath the east stadium switch PMPS-1, provide & install new concrete handicap ramps & railings at the south end of the stadium, provide expansion joint & sealant at the 4" expansion joint between the west elevation architectural precast lettered panels, add additional limestone crusher run at the south plaza vehicular gate under the pavers to allow for heavy truck traffic into the stadium, provide an irrigation control panel, provide owner requested cable to Demarc, M-Club and Press Level, paint the existing east DAFS wall of the west concourse, install parge coat to fill in pits & holes on the existing west concourse columns that are within the restrooms, provide flagpole lighting at the south plaza, omit specified storm inlets & associated pipe, provide a PVC pipe to tie the trench drain into the existing inlet, provide a PVC pipe to tie the roof drain into the existing inlet, patch the asphalt, provide a polymer utility duct with hot-dipped galvanized cover at the south plaza, provide anodized aluminum railing at each side of the existing north vomitory ramp, and provide additional concrete paving south of the old first aid station to the new south plaza paving. **Total Project Change Orders and Amount:** Three (3) change orders for a total amount of \$1,612,569.17.

**Project Initiation Date:** May 19, 2011

**Design Professional:** LPK Architects, P.A.

**General Contractor:** Harrell Contracting Group, LLC

**Project Budget:** \$80,000,000.00

## 5. MSU– IHL 205-271 – Robert L. Jones Circle Road & Utility Completion

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Schematic Design Documents** as submitted by Pritchard Engineering, Inc.

**Staff Approval Date:** December 20, 2013

**Project Initiation Date:** October 17, 2013

**Design Professional:** Pritchard Engineering, Inc.

**General Contractor:** TBD

**Project Budget:** \$1,260,315.00

## 6. UM– IHL 207-348 – Johnson Commons West Renovation

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #10** in the amount of \$235,627.19 and sixty-one (61) additional days to the contract of Zellner Construction.

**Staff Approval Date:** December 18, 2013

**Change Order Justification:** **Change Order #10** is necessary to add additional exterior stainless steel single line railings, refurbish the existing exterior wall surfaces that are incompatible with the new construction, refurbish the existing lower level concrete slab to eliminate surface undulations, depressions & humps prior to installation of the



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specified new floor finish, additional preparation to the existing upper level concrete slab required prior to installation of new terrazzo & vinyl flooring, furnish & install additional protection for the below grade fiber optic lines in the new loading dock area, modifications to the NW plaza area, relocate gas lines installed for temporary kitchens to provide clearances for new construction, miscellaneous interior revisions to accommodate filed conditions, design intent & owner scope change, provide stain for the exterior wood tongue & groove ceilings, cement treat the soil below the new paving at the new loading dock to expedite work previously delayed by wet weather, install a brick lintel at the freight elevator & rotate and modify the existing canopies column/downspout, furnish & install revised interior signage, relocate a vertical gas line incorrectly detailed & installed in the serving area, allow for additional time & general conditions for delay caused by loss of power due to storm damage, install steel railings in stairs S02 and S04, furnish & install Freshii retail signage, modifications at the Freshii area for equipment & plumbing in order to meet brand standards, additional time & general conditions required for delays caused by fluctuation in the gas water column and reconnection of the existing 3" pipe that is penetrating the wall under the outside air louver in Mechanical Room 163.

**Total Project Change Orders and Amount:** Ten (10) change orders for a total amount of \$1,603,121.62.

**Project Initiation Date:** May 19, 2011

**Design Professional:** Tipton Associates, A Professional Architectural Corporation

**General Contractor:** Zellner Construction

**Project Budget:** \$14,500,000.00

## 7. UM – IHL 207-362 – Indoor Practice Facility Food Service

**Interim Approval:** In accordance with Board Policy §904 (B) Board Approval, *Interim Chair Approval* was granted by Mr. Hal Parker, Chair of the Real Estate and Facilities Committee on January 6, 2014 **granting an easement** to Centerpoint Energy for the natural gas line to the new dining facility in the Indoor Practice Facility. An expedited easement for this project is necessary to allow use of the facility on schedule.

**Interim Approval Date:** January 6, 2014

**Design Professional:** Tipton Associates

**General Contractor:** White Construction Company

## 8. UM– IHL 207-367 – East Stadium Drive Extension Road & Parking Lot

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #1** in the amount of \$73,157.75 and ninety-nine (99) additional days to the contract of A. S. Fornea Construction, LLC.

**Staff Approval Date:** December 18, 2013

**Change Order Justification:** **Change Order #1** is necessary to add a concrete wall around the communication pedestal, to remove the concrete curb & gutter, to add a concrete top for the junction box, to tie into the existing curb inlet, to modify the manhole at inlet #3, to increase the width to the waste water treatment plant gate, for additional pavement markings & signage, for the utility adjustment, for additional electrical items for Phase B, for removal of the concrete curb & gutter, to relocate the fence at the track,

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for additional pavement markings & signage, utility adjustment and wood mulch for Phase A.

**Total Project Change Orders and Amount:** One (1) change order for a total amount of \$73,157.75.

**Project Initiation Date:** November 15, 2012

**Design Professional:** Precision Engineering

**General Contractor:** A. S. Fornea Construction, LLC

**Project Budget:** \$2,575,000.00

## 9. UM- IHL 207-368 – Johnson Commons East Renovation

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Schematic Design Documents** as submitted by Belinda Stewart Architects, P.A.

**Staff Approval Date:** December 18, 2013

**Project Initiation Date:** November 15, 2012

**Design Professional:** Belinda Stewart Architects, P.A.

**General Contractor:** TBD

**Project Budget:** \$6,400,000.00

## 10. UMMC – GS 109-195 – AED (Adult Emergency Department Renovations)

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #9** in the amount of \$107,551.00 and forty-six (46) additional days to the contract of Flagstar Construction company, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** December 18, 2013

**Change Order Justification:** **Change Order #9** is necessary to reroute pneumatic control tubing out of the new corridor & into adjacent walls from the subbasement to the first floor, reroute existing steam piping, soiled waste & vent piping uncovered after solid wall & ceiling demolition, provide HVAC controls for an added VAV unit to serve the new electronics closet room, omit the ceiling in the communications room & extend the wall finish & paint to the deck above, change the light fixtures to the chain hung type for an exposed deck installation, omit demolition of the existing ceiling grid, omit demolition of the existing VAV box, piping & duct, install a new light fixture & grille and new ceiling panels to match the existing ones for this area, omit demolition of the existing telephone closet due to existing analog lines serving areas outside of the Emergency Department as this closet needs to remain in service and omit the access gate the pedestrian entry checkpoint area.

**Total Project Change Orders and Amount:** Nine (9) change orders for a total amount of \$947,775.94.

**Project Initiation Date:** November 14, 2007

**Design Professional:** Dale/Morris Architects, PLLC

**General Contractor:** Flagstar Construction Company, Inc.

**Project Budget:** \$11,755,000.00

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## **11. USM– GS 108-267 – College of Business Building**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #9** in the amount of \$79,983.59 and seven (7) additional days to the contract of Hanco Corporation. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** December 19, 2013

**Change Order Justification:** **Change Order #9** is necessary to add toggle switches for VAV's & dampers, to change the precast window sill color (18 pieces), to change the four drinking fountains in the project to a bottle fill-up type, and to change the door types at 89 locations to include 82 full lites/vertical lites.

**Total Project Change Orders and Amount:** Nine (9) change orders for a total amount of \$310,898.39.

**Project Initiation Date:** March 2, 2005

**Design Professional:** Eley Guild Hardy Architects-Jackson, P.A./Studio South Architects, PLLC – A Joint Venture.

**General Contractor:** Hanco Corporation

**Project Budget:** \$34,000,000.00

## **12. USM – IHL 208-297 – Century Park South - Dorm Replacement Phase II**

### **(Demolition)**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #1** in the **credit amount** of \$174,948.48 and thirty (30) additional days to the contract of M & M Demolition Service, Inc.

**Staff Approval Date:** December 17, 2013

**Change Order Justification:** **Change Order #1** is necessary to deduct for reduction of undercut at Scott Hall from 8 ft to 5 ft deep, add for undercut to a depth of 5 ft at Scott Hall, haul off & haul in new fill material, haul in new fill for north crawl space at Vann Hall, process wet soils at Vann Hall which include extended equipment rental time & labor to process existing soil & achieve suitable compaction, revise profile material of the wall to enclose the east end of the crawl space at Bond Hall & extend the floor slab, install metal doors & frames and finish gypsum board in four pipe chases in Bond Hall, abate ACM in four boiler end caps and a deduct to reconcile ACM unit prices & assumed quantities included in the base bid.

**Total Project Change Orders and Amount:** One (1) change order for a total credit amount of \$174,948.48.

**Project Initiation Date:** April 15, 2010

**Design Professional:** The McCarty Company – Design Group, P.A.

**General Contractor:** M & M Demolition Services, Inc.

**Project Budget:** \$55,600,000.00

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## **13. USM – IHL 208-297 – Century Park South - Dorm Replacement Phase II**

### **(Construction)**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #1** in the **credit amount** of \$44,783.00 and zero (0) additional days to the contract of Harrell Contracting Group.

**Staff Approval Date:** December 17, 2013

**Change Order Justification:** **Change Order #1** is necessary for an 8” CCP reroute at building C, insertion valve at southeast corner of the site, to add 60 geopiers, for additional tree removal to accommodate the site electrical junction box & to revise the north storm drainage routing at the central plant to accommodate valves from the southeast corner of the site, allow for the LD stair/MP room revision, reroute the underground sewer due to drop structure obstruction, remove existing piers not removed by demolition contractor, remove existing underground pipe and to add support at the elevator openings.

**Total Project Change Orders and Amount:** One (1) change order for a total credit amount of \$44,783.00.

**Project Initiation Date:** April 15, 2010

**Design Professional:** The McCarty Company – Design Group, P.A.

**General Contractor:** Harrell Contracting Group

**Project Budget:** \$55,600,000.00

# EXHIBIT 3

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## 1. SYSTEM - REPORT OF PAYMENTS TO OUTSIDE COUNSEL

### Legal fees approved for payment to outside counsel in relation to litigation and other matters:

Payment of legal fees for professional services rendered by Butler, Snow, O'Mara, Stevens & Cannada (statement dated 1/16/14) from the funds of Mississippi State University. (This statement, in the amount of \$336.00, represents services and expenses in connection with general legal advice: The Mills Commercial Development Project.)

**TOTAL DUE.....\$ 336.00**

Payment of legal fees for professional services rendered by Shulman, Rogers, Pordy & Ecker (statement dated 12/20/13) from the funds of Mississippi State University. (This statement, in the amount of \$15,180.00, represents services and expenses in connection with general legal advice: Nextel/Sprint Rebanding Project.)

**TOTAL DUE.....\$ 15,180.00**

Payment of legal fees for professional services rendered by Ware/Gasparian (statement dated 12/2/13) from the funds of Mississippi State University. (This statement, in the amount of \$2,500.00, represents services and expenses in connection with labor certification.)

**TOTAL DUE.....\$ 2,500.00**

Payment of legal fees for professional services rendered by Baker, Donelson, Bearman, Caldwell & Berkowitz (statement dated 12/5/13) from the funds of the University of Mississippi Medical Center. (This statement, in the amount of \$273.00, represents services and expenses in connection with litigation matters.)

**TOTAL DUE.....\$ 273.00**

Payment of legal fees for professional services rendered by Kitchens Hardwick (statements dated 12/5/13) from the funds of the University of Mississippi Medical Center. (These statements, in the amounts of \$3,481.50 and \$414.00, represent services and expenses in connection with general legal advice and litigation matters.)

**TOTAL DUE.....\$ 3,895.50**

Payment of legal fees for professional services rendered by Bryan Nelson (statements dated 12/18/13, 1/10/14 and 1/10/14) from the funds of the University of Southern Mississippi. (These statements, in the amounts of \$297.00, \$4,641.18 and \$2,209.25, respectively, represent services and expenses in connection with general legal advice.)

**TOTAL DUE.....\$ 7,147.43**

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Payment of legal fees for professional services rendered by Mayo Mallette (statement dated 1/15/14) from the funds of the University of Southern Mississippi. (This statement, in the amount of \$1,204.50, represents services and expenses in connection with general legal advice.)

**TOTAL DUE.....\$ 1,204.50**

## **Legal fees approved for payment to outside counsel in relation to patent and other matters:**

Payment of legal fees for professional services rendered by Butler, Snow, O’Mara, Stevens & Cannada (statements dated 12/19/13, 12/19/13, 12/19/13, 12/19/13, 12/19/13, 12/19/13, 12/19/13, 12/27/13, 1/10/14 and 1/10/14) from the funds of Mississippi State University. (These statements represent services and expenses in connection with the following patents: “Esterification and Bio-Oil Upgrading” - \$840.00; “Steele- Non-Provisional Upgrading of Bio-Oil Using Synthesis Gas” - \$695.00; “Live Attenuated Catfish Vaccine” - \$190.00; “Steele-Penmetza - Water Repellent Solids Non-Prov.” - \$767.50; “Alcohol Esterification (Condensor Train)” - \$263.50; “Steele- Solid Heat Carrier Pyrolysis Reactor” - \$28.50; “Klink-Glycine Max Resistance” - \$185.00; “Indian Patent Application” - \$165.00; “Method for Early Evaluation in Micro Pipeline Processors” - \$1,090.00; “Alcohol Esterification (Condensor Train)” - \$474.00 and “Steele- Non-Provisional Upgrading of Bio-Oil Using Synthesis Gas” - \$47.50, respectively.)

**TOTAL DUE.....\$ 4,746.00**

Payment of legal fees for professional services rendered by Valauskas Corder (statement dated 12/16/13) from the funds of Mississippi State University. (This statement represents services and expenses in connection with the following patent: “Bio-Oil Treatment” - \$561.25.)

**TOTAL DUE.....\$ 561.25**

Payment of legal fees for professional services rendered by Butler, Snow, O’Mara, Stevens & Cannada (statements dated 12/5/13, 12/18/13, 12/19/13 and 12/19/13) from the funds of the University of Mississippi. (These statements represent services and expenses in connection with the following patents: “Animal Model of Anxiety and Depression” - \$438.50; “Animal Model of Anxiety and Depression” - \$913.00; “Cache Mapping Technology Matter” - \$720.00 and “Stuttering Inhibition Device” - \$748.50, respectively.)

**TOTAL DUE.....\$ 2,820.00**

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Payment of legal fees for professional services rendered by Stites & Harbison (statements dated 12/17/13, 12/17/13, 12/17/13, 12/17/13, 12/17/13 and 12/18/13) from the funds of the University of Mississippi. (These statements represent services and expenses in connection with the following patents: “Highly Purified Amphotericin-B” - \$192.00; “Methods for Detecting Humans” - \$378.00; “Method and Device for Reducing Engine Noise” - \$2,576.00; “Methods for Detecting Humans” - \$78.64; “Stabilized Formulation of Triamcinolone Acetonide” - \$1,860.00 and “Gas Separating Membranes” - \$2,563.00, respectively.)

**TOTAL DUE.....\$ 7,647.64**

Payment of legal fees for professional services rendered by Stites & Harbison (statements dated 11/15/13, 11/15/13, 11/15/13, 11/15/13, 11/15/13, 12/18/13 and 12/18/13) from the funds of the University of Mississippi Medical Center. (These statements, in the amounts of \$115.50, \$597.30, \$469.50, \$341.00, \$3,186.10, \$565.50 and \$1,566.00, respectively, represent services and expenses in connection with intellectual property/patents.)

**TOTAL DUE.....\$ 6,840.90**

Payment of legal fees for professional services rendered by Butler, Snow, O’Mara, Stevens & Cannada (statements dated 12/18/13, 12/19/13 and 12/27/13) from the funds of the University of Southern Mississippi. (These statements represent services and expenses in connection with the following patents: “Trademark Application for the Centennial Anniversary” - \$2,942.50; “Lockhead-Oil Dispersant Patent” - \$984.00 and “Self-Repairing Oxetane-Substituted Chitosan Polyurethane Networks” - \$383.00, respectively.)

**TOTAL DUE.....\$ 4,309.50**

**2. ASU - INFORMATIONAL UPDATE ON ASU/CLAIBORNE NATURAL GAS MATTER**

At its February 21, 2013 meeting, the IHL Board approved a Gas Purchase and Transportation Contract (Contract) between Alcorn State University and Claiborne Natural Gas Company (CNG) for the supply and transportation of natural gas to the Lorman campus. This Contract was sent to the Mississippi Public Service Commission for review and recommendations and was the product of lengthy negotiations. The discussions included any need for CNG to continue to maintain an escrow account that had previously been required by Court Order. As part of the last Contract approved by the IHL Board, the parties agreed that CNG should maintain an escrow account for pipeline repairs and improvements in the amount of \$50,000. As a housekeeping measure, and to carry out the agreement approved by the IHL Board last year, the following requests by way of motion will be made of the Jefferson County Chancery Court:

- a. Modify the last applicable Court Order so that the escrow funds have a minimum balance of \$50,000.00;

# **EXHIBIT 3**

**February 20, 2014**

- b. Approve the withdrawal of funds over and above \$50,000.00 to be deposited into CNG's administrative account; and
- c. Approve the terms and conditions of the most recent ASU/CNG Contract.

There is no need for IHL Board action on this matter. It is merely an information update.



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

**February 26, 2014**

**DRAFT**

**DRAFT**

**BE IT REMEMBERED**, That the Alcorn State University Board Search Committee met in a special called session at the Board Office in Jackson, Mississippi, at 4:30 p.m., and pursuant to notice in writing, to each and every member of said Committee. At the above-named place there were present the following Committee members to wit: Mr. H. Ed Blakeslee (by phone), Mr. Bob Owens, and Mr. C.D. Smith. Committee member Robin Robinson was absent. Other Trustees participating were: Mrs. Karen L. Cummins (by phone), Dr. Ford Dye (by phone), Mr. Shane Hooper (by phone), Mr. Hal Parker (by phone), Mr. Aubrey B. Patterson (by phone), Mr. Alan Perry (by phone), Ms. Christine Pickering (by phone), and Dr. Douglas Rouse (by phone). The meeting was called to order by Chairman C.D. Smith.

**In accordance with Miss. Code Ann., §25-41-1, as amended, all votes taken during this teleconference meeting were recorded by name in a roll-call. The meeting was held to discuss personnel issues related to the presidential search at the Alcorn State University.**

**EXECUTIVE SESSION**

On motion by Trustee Owens, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting and with Trustee Blakeslee participating by phone, all Committee members legally present and participating voted unanimously to close the meeting to determine whether or not it should declare an Executive Session. On motion by Trustee Blakeslee, seconded by Trustee Owens, with Trustee Robinson absent and not voting and with Trustees Blakeslee participating by phone, all Committee members legally present and participating voted unanimously **to go into Executive Session** for the reason reported to the public and stated in these minutes, as follows:

Discussion of personnel issues concerning the search for the next president of Alcorn State University.

**During Executive Session, the following matters were discussed and/or voted upon:**

In accordance with Board Policy 201.0509 Institutional Executive Officer/Commissioner of Higher Education Search Process Subsection B Board Search Committee, the Alcorn State University Board Search Committee conducted an interview of an internal candidate for the position of president at Alcorn State University.

On motion by Trustee Owens, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting and with Trustees Blakeslee participating by phone, all Committee members legally present and participating voted unanimously to select Dr. Al Rankins, Deputy Commissioner of the Mississippi Institutions of Higher Learning, as the preferred candidate for the Alcorn State University president position in accordance with the Board's expedited search policy (Policy 201.0509 Institutional Executive Officer/Commissioner of Higher Education Search Process Subsection B Board Search

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

**February 26, 2014**

**DRAFT**

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Committee). Dr. Rankins will participate in open interviews on the ASU campus with various university and community constituency groups.

**On motion by Trustee Blakeslee, seconded by Trustee Owens, with Trustee Robinson absent and not voting and with Trustee Blakeslee participating by phone, all Committee members legally present and participating voted unanimously to return to Open Session.**

**ADJOURNMENT**

There being no further business to come before the Committee, on motion by Trustee Owens, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting and with Trustee Blakeslee participating by phone, all Committee members legally present and participating voted unanimously to adjourn the meeting.

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President, Board of Trustees of State Institutions of Higher Learning

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Commissioner, Board of Trustees of State Institutions of Higher Learning

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

**February 26, 2014**

**DRAFT**

**DRAFT**

**BE IT REMEMBERED**, That the Mississippi Board of Trustees of State Institutions of Higher Learning of the State of Mississippi met in a special called session at the Board Office in Jackson, Mississippi, at 5:00 p.m., and pursuant to notice in writing, to each and every member of said Board. At the above-named place there were present the following members to wit: Mr. H. Ed Blakeslee (by phone), Mrs. Karen L. Cummins (by phone), Dr. Ford Dye (by phone), Mr. Shane Hooper (by phone), Mr. Bob Owens, Mr. Hal Parker (by phone), Mr. Aubrey B. Patterson (by phone), Mr. Alan Perry (by phone), Ms. Christine Pickering (by phone), Dr. Douglas Rouse (by phone), and Mr. C.D. Smith. Ms. Robin J. Robinson was absent. The meeting was called to order by Mr. Aubrey Patterson, President.

**In accordance with Miss. Code Ann., §25-41-1, as amended, all votes taken during this teleconference meeting were recorded by name in a roll-call. The meeting was held to discuss personnel issues related to the presidential search at the Alcorn State University.**

**EXECUTIVE SESSION**

On motion by Trustee Perry, seconded by Trustee Hooper, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Cummins, Dye, Hooper, Parker, Patterson, Perry, Pickering and Rouse participating by phone, all Trustees legally present and participating voted unanimously to close the meeting to determine whether or not it should declare an Executive Session. On motion by Trustee Perry, seconded by Trustee Smith, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Cummins, Dye, Hooper, Parker, Patterson, Perry, Pickering and Rouse participating by phone, all Trustees legally present and participating voted unanimously **to go into Executive Session** for the reason reported to the public and stated in these minutes, as follows:

Discussion of personnel issues concerning the search for the next president of Alcorn State University.

**During Executive Session, the following matter was discussed and/or voted upon:**

On motion by Trustee Smith, seconded by Trustee Pickering, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Cummins, Dye, Hooper, Parker, Patterson, Perry, Pickering and Rouse participating by phone, all Trustees legally present and participating voted unanimously to select Dr. Al Rankins, Deputy Commissioner of the Mississippi Institutions of Higher Learning, as the preferred candidate for the Alcorn State University president position in accordance with the Board's expedited search policy (Policy 201.0509 Institutional Executive Officer/Commissioner of Higher Education Search Process Subsection B Board Search Committee). Dr. Rankins will participate in open interviews on the ASU campus with various university and community constituency groups.

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

**February 26, 2014**

**DRAFT**

**DRAFT**

**On motion by Trustee Perry, seconded by Trustee Hooper, with Trustees Pickering and Robinson absent and not voting and with Trustees Blakeslee, Cummins, Dye, Hooper, Parker, Patterson, Perry, and Rouse participating by phone, all Trustees legally present and participating voted unanimously to return to Open Session.**

**ADJOURNMENT**

There being no further business to come before the Board, on motion by Trustee Perry, seconded by Trustee Hooper, with Trustees Pickering and Robinson absent and not voting and with Trustees Blakeslee, Cummins, Dye, Hooper, Parker, Patterson, Perry, and Rouse participating by phone, all Trustees legally present and participating voted unanimously to adjourn the meeting.

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President, Board of Trustees of State Institutions of Higher Learning

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Commissioner, Board of Trustees of State Institutions of Higher Learning

**MINUTES OF THE BOARD OF TRUSTEES OF  
STATE INSTITUTIONS OF HIGHER LEARNING  
March 4, 2014**

**DRAFT**

**DRAFT**

**BE IT REMEMBERED**, That the Mississippi Board of Trustees of State Institutions of Higher Learning of the State of Mississippi met in a special called session in the President's Dining Room in the Clinton Bristow Dining Facility on the Alcorn State University campus in Lorman, Mississippi, at 3:00 p.m., and pursuant to notice in writing, to each and every member of said Board, said date being at least five days prior to this March 4, 2014 meeting. At the above-named place there were present the following members to wit: Mr. H. Ed Blakeslee (by phone), Mrs. Karen L. Cummins, Dr. Ford Dye (by phone), Mr. Shane Hooper (by phone), Mr. Bob Owens, Mr. Hal Parker, Mr. Aubrey B. Patterson (by phone), Mr. Alan Perry (by phone), Ms. Christine Pickering (by phone), Dr. Douglas Rouse (by phone), and Mr. C.D. Smith (by phone). Ms. Robin J. Robinson was absent. The meeting was called to order by Mr. Aubrey Patterson, President.

**In accordance with Miss. Code Ann., §25-41-1, as amended, all votes taken during this teleconference meeting were recorded by name in a roll-call. The meeting was held to discuss personnel issues related to the presidential search at the Alcorn State University.**

**EXECUTIVE SESSION**

On motion by Trustee Smith, seconded by Trustee Dye, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Dye, Hooper, Patterson, Perry, Pickering, Rouse, and Smith participating by phone, all Trustees legally present and participating voted unanimously to close the meeting to determine whether or not it should declare an Executive Session. On motion by Trustee Smith, seconded by Trustee Rouse, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Dye, Hooper, Patterson, Perry, Pickering, Rouse, and Smith participating by phone, all Trustees legally present and participating voted unanimously **to go into Executive Session** for the reason reported to the public and stated in these minutes, as follows:

Discussion of personnel issues concerning the search for the next president of Alcorn State University.

**During Executive Session, the following matter was discussed and/or voted upon:**

On motion by Trustee Smith, seconded by Trustee Rouse, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Dye, Hooper, Patterson, Perry, Pickering, Rouse, and Smith participating by phone, all Trustees legally present and participating voted unanimously to hire Dr. Al Rankins, Deputy Commissioner of the Mississippi Institutions of Higher Learning, as president of Alcorn State University, to give Dr. Rankins a standard institutional executive officer four-year employment contract at a state salary of \$205,000 per year, and to delegate to the Commissioner the authority to set the start date for such contract and to negotiate and set a foundation salary supplement as part of Dr. Rankin's contract.

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

**March 4, 2014**

**DRAFT**

**DRAFT**

**On motion by Trustee Cummins, seconded by Trustee Blakeslee, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Dye, Hooper, Patterson, Perry, Pickering, Rouse, and Smith participating by phone, all Trustees legally present and participating voted unanimously to return to Open Session.**

**ADJOURNMENT**

There being no further business to come before the Board, on motion by Trustee Smith, seconded by Trustee Cummins, with Trustee Robinson absent and not voting and with Trustees Blakeslee, Dye, Hooper, Patterson, Perry, Pickering, Rouse, and Smith participating by phone, all Trustees legally present and participating voted unanimously to adjourn the meeting.

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President, Board of Trustees of State Institutions of Higher Learning

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Commissioner, Board of Trustees of State Institutions of Higher Learning

# CONSENT AGENDAS

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING  
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**1. SYSTEM-REQUESTS FOR APPROVAL OF CPA AUDITING FIRMS**

**Agenda Item Request:** University affiliated entities request approval to engage the following CPA firms to conduct annual audits for fiscal/calendar years 2014.

**Justification:** As per Board Policy 301.0806 D.9., *the Certified Public Accounting (CPA) firm to be utilized by the Entity must be approved by the IHL Board and all requests for approval of the CPA firm must be submitted to the IHL Board for approval not later than three months prior to the end of the Entity's fiscal year for which the audit will be conducted.*

**The University affiliated entities noted on the following page request approval of the listed CPA firm/s.**

University Affiliated Entity	CPA Firm
Alcorn State University Foundation	Silas Simmons, LLP
Delta State University Foundation	Ellis & Hirsberg CPA, PLLC
Jackson State University Foundation	Banks, Finley, White and Company, CPAs
Mississippi E-Center Foundation (JSU)	Banks, Finley, White and Company, CPAs
Jackson State University Alumni Association	Bruno & Tervalon, LLP
Mississippi State University Foundation	KPMG, LLP
The Bulldog Club (MSU)	T.E. Lott and Company, P.A.
Mississippi State University Research and Technology Corporation	T.E. Lott and Company, P.A.
Mississippi State University Alumni Association	T.E. Lott and Company, P.A.
Mississippi State University Alumni Foundation	KPMG, LLP
Mississippi University for Women Foundation	Grantham Poole, CPAs
Mississippi Valley State University Foundation	J.E. Vance & Company, P.A.
Mississippi Valley State University National Alumni Association	Bruno & Tervalon, LLP
University of Mississippi Foundation	KPMG, LLP
University of Mississippi Athletic Association	Grantham Poole, CPAs
University of Mississippi Alumni Association	Grantham Poole, CPAs
University of Mississippi Research Foundation	BKD, LLP
University of Southern Mississippi Foundation	KPMG, LLP
University of Southern Mississippi Athletic Association	Horne, LLP
University of Southern Mississippi Alumni Association	Grantham Poole, CPAs



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**Staff Recommendation:** Based on Board Policy 301.0806 D.9., *University Foundation/Affiliated Entity Agreements*, the CPA firm to be utilized by the Entity must be approved by the IHL Board and all requests for approval of the CPA firm must be submitted to the IHL Board for approval not later than three months prior to the end of the Entity's fiscal year for which the audit will be conducted. Board staff recommends approval of this item.

**2. JSU-REQUESTS FOR APPROVAL OF CONTRACT WITH ELSEVIER B.V.**

**Agenda Item Request:** Jackson State University (JSU) requests approval to enter into an agreement with **Elsevier B.V.** for electronic subscription products and services for library materials, including books and journals.

**Contractor's Legal Name:** Elsevier B.V.

**History of Contract:** This is a new agreement.

**Specific Type of Contract:** Subscription agreement.

**Purpose:** The purpose of this contract is to provide JSU students, staff and researchers with electronic access to academic publications to enhance and further their educational experiences.

**Scope of Work:** Elsevier B.V. will provide authorized JSU users the non-exclusive, non-transferable right to access, search, browse, view, and print the products and services for 73 electronic journals.

**Term of Contract:** The term of the agreement commences on January 1, 2014, and continues until December 31, 2015. The agreement will automatically renew for successive one-year terms unless either party gives notice by August 1st of the current term.

**Termination Options:** The agreement may be terminated for the following:

- Either party may terminate the automatic renewal after the original two year term upon providing notice by August 1st of the current term;
- in the event of any reduction in available funds to JSU, the contract may be terminated without penalty to JSU; and
- failure by Elsevier B.V. to comply with the federal E-Verify Program.

**Contract Amount:** The total cost of the contract is \$611,178.74. JSU will pay \$298,427.12 for 2014 and \$312,751.62 for 2015.

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**Funding Source of Contract:** The agreement will be funded by E & G funds.

**Contractor Selection Process:** Elsevier B.V. was selected based on unique qualifications to provide the package of academic journals and is a sole provider for this service.

**Staff Recommendation:** **Staff Recommendation:** Based on Board Policy 707.01, *Land, Property and Service Contracts, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement has been reviewed and approved by the Attorney General’s Office. Board staff recommends approval of this item.*

**3. MSU-REQUESTS FOR APPROVAL OF BUDGET ESCALATION AND PAYROLL DEDUCTION**

**a. Agenda Item Request:** Mississippi State University requests approval to increase the FY 2014 budget for the **Mississippi State Chemical Laboratory (MSCL)** from \$2,445,022 to \$2,894,700 using existing fund balances not currently authorized for expenditure. The purpose of the escalation is to fund maintenance and service contracts to ensure proper operation of instrumentation necessary to meet regulatory obligations; Improvement of infrastructure to enhance safety and performance; to procure new equipment necessary for new analyses being performed and to improve MSCL's performance time. Also, at the end of FY13, a large equipment purchase that was projected to hit the books did not; it did not post until FY14 causing unplanned expense in this fiscal year.

Categories	Original FY 2014 Operating Budget	Revisions/ Escalations	Revised FY 2014 Operating Budgets
Salaries, Wages, & Fringe Benefits	\$ 1,690,731	\$ -	\$ 1,690,731
Travel & Subsistence	40,000	-	40,000
Contractual Services	150,472	49,889	200,361

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Commodities	274,819	-	274,819
Capital Outlay:			-
Other Than Equipment	-	-	-
Equipment	250,000	399,789	649,789
Transfers:			
Mandatory	39,000	-	39,000
Non-Mandatory	-	-	-
Increase in Fund Balance			
<b>TOTAL</b>	<b>\$ 2,445,022</b>	<b>\$ 449,678</b>	<b>\$ 2,894,700</b>

**Staff recommendation: Board Policy Section 701.06 requires that “all escalations to the annual budgets of the several institutions and separately budgeted units must be submitted through the Commissioner to the Board for approval prior to implementation.” Board staff recommends approval.**

**b. Agenda Item Request:** Pursuant to IHL Policy 801.13, “Withholding of Pay”, Mississippi State University (MSU) requests approval to payroll deduct an insurance premium for **Unum Group** Supplemental Life and Disability Insurance coverage from those employees who choose to purchase the insurance. Under the program, Unum will offer group life and disability coverage to MSU employees. This program is employee self-funded and will not impact MSU financially.

**Staff Recommendation: Board staff recommends approval of this item.**

**4. UM-REQUESTS FOR APPROVAL OF BUDGET ESCALATIONS AND CONTRACTUAL AGREEMENT**

**a.**The University of Mississippi requests approval of a budget escalation for the FY 2014 On Campus budget to increase spending authority for scholarships to accommodate

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increased enrollment and for additional student health personnel. This escalation will be funded with tuition and other self-generated revenues.

Categories	Original FY 2014 Operating Budget	Revisions/ Escalations	Revised FY 2014 Operating Budgets
Salaries, Wages, & Fringe Benefits	\$ 183,558,979	\$ 254,125	\$ 183,813,104
Travel & Subsistence	1,855,023	-	1,855,023
Contractual Services	70,593,666	1,000,000	71,593,666
Commodities	6,246,558	-	6,246,558
Capital Outlay:			-
Other Than Equipment	4,245,477	-	4,245,477
Equipment	3,104,533	-	3,104,533
Transfers:			
Mandatory	873,156	-	873,156
Non-Mandatory	3,817,809	-	3,817,809
Increase in Fund Balance			
<b>TOTAL</b>	<b>\$ 274,295,201</b>	<b>\$ 1,254,125</b>	<b>\$ 275,549,326</b>

**Staff recommendation: Board Policy Section 701.06 requires that “all escalations to the annual budgets of the several institutions and separately budgeted units must be submitted through the Commissioner to the Board for approval prior to implementation.” Board staff recommends approval.**

- b. The University of Mississippi requests approval of a budget escalation to increase and re-align auxiliary budgets consisting of The Inn at Ole Miss, Student Housing, Contractual Services Management, Parking & Transportation Services, Golf Course, Airport Operations and Telecommunications. The escalation will be funded by additional revenues from increased demand for services in the current year. The budget of Contractual Services Management is being escalated to cover a one-time operational

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expenses associated with the renovation of Paul B Johnson Commons and will be funded from reserves.

<b>Categories</b>	<b>Original FY 2014 Operating Budget</b>	<b>Revisions/ Escalations</b>	<b>Revised FY 2014 Operating Budgets</b>
Salaries, Wages, & Fringe Benefits	\$ 11,632,551	\$ 172,254	\$ 11,804,805
Travel & Subsistence	225,031	2,655	227,686
Contractual Services	12,684,364	375,655	13,060,019
Commodities	8,810,431	(525,000)	8,285,431
Capital Outlay:			-
Other Than Equipment	-	-	-
Equipment	1,027,800	43,330	1,071,130
Transfers:			
Mandatory	5,717,336	-	5,717,336
Non-Mandatory	4,478,971	3,517,550	7,996,521
Increase in Fund Balance			
<b>TOTAL</b>	<b>\$ 44,576,484</b>	<b>\$ 3,586,444</b>	<b>\$ 48,162,928</b>

**Staff recommendation: Board Policy Section 701.06 requires that “all escalations to the annual budgets of the several institutions and separately budgeted units must be submitted through the Commissioner to the Board for approval prior to implementation.” Board recommends approval.**

- c. The University of Mississippi requests approval of a budget escalation to increase and realign spending authority of athletic budgets to accommodate organizational and accounting changes. This escalation will be funded by self-generated revenues in excess of the current approved budget.

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Categories	Original FY 2014 Operating Budget	Revisions/ Escalations	Revised FY 2014 Operating Budgets
Salaries, Wages, & Fringe Benefits	\$ 20,492,435	\$ 220,447	\$ 20,712,882
Travel & Subsistence	5,402,009	135,000	5,537,009
Contractual Services	22,147,472	(271,536)	21,875,936
Commodities	5,278,050	(9,800)	5,268,250
Capital Outlay:			-
Other Than Equipment	-	-	-
Equipment	493,850	36,814	530,664
Transfers:			
Mandatory	3,557,993	-	3,557,993
Non-Mandatory	1,836,195	257,475	2,093,670
Increase in Fund Balance			
<b>TOTAL</b>	<b>\$ 59,208,004</b>	<b>\$ 368,400</b>	<b>\$ 59,576,404</b>

**Staff recommendation: Board Policy Section 701.06 requires that “all escalations to the annual budgets of the several institutions and separately budgeted units must be submitted through the Commissioner to the Board for approval prior to implementation.” Board staff recommends approval.**

- d. Agenda Item Request:** The University of Mississippi requests requests permission to amend a software license agreement with **Allen Systems Group, Inc.** for a Digital Imaging Software License.

**Contractor’s Legal Name: Allen Systems Group, Inc. (ASG)**

**History of Contract:** The University of Mississippi began a digital imaging project in 2003. The digital imaging platform is tightly integrated with UM’s SAP system and also supports the student system for the UM Medical Center. The project began with a requirements definition phase and a competitive bid process through which Mobius was selected as the software provider. Several years after the original contract was established, Mobius was bought out by ASG. UM has licensed this digital imaging

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software for two five-year terms. The current license, consisting of licensing for a digital imaging server as well as front-end scanning through Kofax, will expire in October 2014. In Fall 2013, UM requested and received approval from Mississippi Department of Information Technology Services for an exemption to manage the procurement for the renewal. UM conducted a competitive bid process and would like to award the work to ASG for a three-year rather than a five-year term. UM is choosing the shorter time frame because the procurement process revealed several new solutions that seem promising for the future but do not currently provide all of the functionality that UM needs.

**Specific type of contract:** Amendment to Software License Agreement

**Purpose:** This software provides a platform to categorize and archive digitized documents as well as to scan documents.

**Scope of Work:** The scope of work includes licensing for scanning and server software.

**Term of contract:** The University of Mississippi is requesting a contract for three years beginning in October 2014. The University of Mississippi is also requesting a contract extension from May 29, 2014 to October 31, 2014 to co-term just the listed products to align with the other Kofax license.

**Termination Options:** A term-based license fee is paid up front. Maintenance can be discontinued at any point.

**Contract Amount:** The dollar amounts for this contract are as follows: Year 1: \$334,722; Year 2: \$92,671 (optional maintenance); Year 3: \$92,671 (optional maintenance).

**Funding Source for Contract:** The University of Mississippi has the funds allocated to pay for this software acquisition as part of the regular budgeting process.

**Contractor Selection Process:** The contractor was selected through a competitive bid process conducted by the University of Mississippi.

**Staff Recommendation:** Based on Board Policy 707.01, *Land, Property and Service Contracts*, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement has been reviewed and approved by the Attorney General's Office contingent on Allen Systems Group, Inc. obtaining a Certificate of Authority to Transact Business from the Mississippi Secretary of State. Board staff recommends approval of this item contingent on Allen Systems

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**Group, Inc. obtaining a Certificate of Authority to Transact Business from the Mississippi Secretary of State.**

- e. Agenda Item Request:** The University of Mississippi requests permission to amend a software license agreement with **SAP Public Services, Inc.** In particular, the university seeks to annex an appendix to its original agreement with this contractor in order to license SAP HANA Limited Runtime Edition for Applications.

**Contractor's Legal Name: SAP Public Services, Inc. (SAP)**

**History of Contract:** The University of Mississippi selected SAP as its Enterprise Resource Planning software vendor in 1998. Since that time, the university has licensed additional software modules that complement the functionality provided through the original agreement. This is the 20th contract addendum to the original agreement.

The proposed appendix was presented to and approved by the Mississippi ITS Board at its February 2014 meeting.

**Specific type of contract:** Appendix to Software License Agreement

**Purpose:** The purpose of the appendix is to allow the university to license SAP HANA Limited Runtime Edition for Applications – an in-memory database offered exclusively by SAP. In-memory databases are next-generation solutions designed to speed up database access and to improve reporting on large datasets. The university is pursuing this technology to provide better performance in student and employee Web and mobile interfaces, to accommodate the increased load on its SAP system due to increased enrollment, and to establish first-rate enterprise reporting capabilities to inform operational and strategic decision-making.

The appendix is part of a larger project that includes: 1) HANA license (the subject of this request); 2) HANA hardware; 3) Consulting; (4) an Enterprise Reporting Toolset; and 5) Hardware for an Enterprise Reporting Toolset. The total project is budgeted at \$2,566,000 for onetime costs and \$372,000 ongoing costs.

**Scope of Work:** SAP Public Services, Inc. will license SAP HANA Limited Runtime Edition for Applications to the University of Mississippi.

**Term of contract:** This is a perpetual software license agreement.

**Termination Options:** Not applicable as this is an amendment to an existing agreement.



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**Contract Amount:** This is a perpetual software license agreement with an annual support fee of 22% of the license fee. The license fee is \$470,019.95 and the support fee is \$103,404.39. Therefore, cost for Year 1 of the agreement will be \$573,424.34 and the cost for each year thereafter will be \$103,404.39.

**Funding Source for Contract:** This acquisition will be funded through the normal budgeting process. The University of Mississippi Medical Center shares in funding through a private cloud hosting agreement with UM Oxford.

**Contractor Selection Process:** SAP Public Services, Inc. is a sole-source provider.

**Staff Recommendation:** *Based on Board Policy 707.01, Land, Property, and Service Contracts, Board approval is required prior to execution of contracts for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. This agreement has been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.*

**5. UMMC-REQUESTS FOR APPROVAL OF CONTRACTUAL AGREEMENTS**

- a. Agenda Item Request:** The University of Mississippi Medical Center (UMMC) requests approval to enter into an agreement with **Paragon Contracting Services, Inc.** for emergency room physician services for UMMC Grenada.

**Contractor's Legal Name:** **Paragon Contracting Services, Inc. (Paragon)**

**History of Contract:** This will be a new agreement with UMMC although Paragon has been the most recent provider of emergency room physician services at Grenada Lakes Medical Center. Paragon is to continue as the service provider while UMMC conducts a financial and operational analysis for recruiting and hiring emergency department physicians for its Grenada location.

**Specific Type of Contract:** Services agreement.

**Purpose:** The purpose of this agreement is to provide emergency room physicians and/or personnel to UMMC Grenada.

**Scope of Work:** Under the agreement, Paragon will:

- provide licensed physicians to staff the UMMC Grenada Emergency Department twenty-four hours per day, seven days a week,
- provide a physician, mutually agreed upon by UMMC, who will serve as the Emergency Department Director,

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- provide non-physicians, including physician assistants and nurse practitioners to staff the Emergency Department as needed ,
- bill for and collect for professional services rendered by Paragon staff, and
- obtain and/or maintain professional liability insurance as specified by the agreement.

UMMC will:

- provide, maintain and/or make available all equipment and supplies reasonably necessary for the provision of services,
- provide office and adequate on call space on the premises,
- provide any necessary technical, clerical, nursing and/or administrative support staff, and
- provide all patient medical records and/or related information necessary for Paragon to conduct physician billing.

**Term of Contract:** The term of the agreement is for one (1) year – April 1, 2014 through March 31, 2015.

**Termination Options:** The agreement may be terminated for the following:

- default by either party under the agreement upon thirty (30) days written notice and then sixty (60) days in which to cure,
- in the event Paragon becomes insolvent or becomes the subject of bankruptcy or receivership,
- at any time upon ninety (90) days written notice,
- reduction of funds,
- in the event either party is suspended from participating in any federal or state reimbursement program or payor arrangement,
- in the event UMMC loses accreditation or has its operating permit revoked,
- a breach by UMMC of any agreed upon payment arrangement,
- an inability to agree to renegotiated contract terms in the event a change in law occurs that materially restricts or prohibits the rights of either party or otherwise makes it desirable for the parties to renegotiate the agreement, and
- failure by Paragon to comply with the federal E-Verify Program.

**Contract Amount:** The total contract cost for the one (1) year contract term is \$1,094,999.96. UMMC will pay \$88,333.33 monthly for the services of the physicians and any necessary medical personnel. In addition, UMMC anticipates paying an additional \$30,000 for *locum tenens* staffing and \$5,000 for charges related to the provision of patient information to Paragon.

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**Funding Source of Contract:** The agreement will be funded by patient revenues.

**Contractor Selection Process:** N/A. The vendor has provided services to Grenada Lakes Medical Center.

**Staff Recommendation:** **Staff Recommendation:** **Based on Board Policy 707.01, Land, Property and Service Contracts, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement has been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.**

- b. Agenda Item Request:** The University of Mississippi Medical Center (UMMC) requests a waiver of the annual audit requirement applicable to the IHL approved affiliation agreement with the **University of Mississippi Medical Center Research Development Foundation (MCRDF)** for the fiscal year ending June 30, 2014.

**Justification:** As per requirements stipulated in Board Policy 301.0806 D.9., copies of the MCRDF's June 30, 2010 audited financial statement from an independent Certified Public Accounting (CPA) firm, as well as annual unaudited financial statements since then.

The request for the waiver for fiscal year 2014 is based upon the fact that assets of the foundation were less than \$30,000 at June 30, 2013. There has not been any material fiscal activity in the foundation in several years and it is anticipated that there will not be any significant activity through the end of the 2014 fiscal year. It is estimated that the end 2014 financial statements will have materially the same value as the previous years. The \$3,500 - \$5,000 estimated cost of contracting for a full financial audit is felt to be too prohibitive and not a cost-benefit to the entity. In order to save funds, UMMC requests that the Board, on behalf of the affiliated entity, waive the requirement of an annual audit by a CPA firm for fiscal year 2014.

**Staff Recommendation:** **Based on Board Policy 301.0806 D.9., University Foundation/Affiliated Entity agreements, Board approval is required to waive the requirement of an annual audit by a CPA firm on a showing of adequate grounds. Board staff has reviewed the required supporting documentation related to this request and recommends that in lieu of a formal audit, agreed upon review procedures will be performed by UMMC's internal audit department to ensure no other risk factors have arisen. An external audit will be initiated if**

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**circumstances change and the MCRDF receives additional funds that materially impact the financial statements.**

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**Note:** Project numbers beginning with the prefix "GS" designate projects that the Bureau of Building provides management oversight for and are funded partially or wholly with state Bureau of Building bond revenues. Project numbers beginning with the prefix "IHL" designate projects that are funded from university self-generated sources including but not limited to donations, fees, and grants.

**Board Policy §902, Initiation of Construction Projects**

*The Board must approve the initiation of a project for the construction of new facilities, repairs and renovations to existing facilities and requests for a capital outlay with a total project budget exceeding \$1,000,000 regardless of how the projects are financed. It is the intent of the Board that its appropriate staff under the direction of the Commissioner shall be involved in all phases of building projects requiring approval by the Board. All construction, repairs, and renovation projects with a total budget of \$1,000,000 or less may be approved by the Institutional Executive Officer. However, all projects utilizing any state bond funds, including Ayers funds, must be initiated with STAFF approval from the Office of Real Estate and Facilities. No further approvals are required by IHL staff for projects of \$1,000,000 or less unless the budget changes. All budget changes for these projects must be reported to the Office of Real Estate and Facilities.*

**Board Policy §904(A), Board Approval**

*When funding has been secured from whatever source, each institution shall bring all new projects to the Board for the approval of the project initiation and the appointment of a design professional, as required in Board Policy §902, Initiation of Construction Projects. This request shall include a detailed description of the work to be accomplished, the total budget, the funding source and the design professional recommended to the Board for approval.*

*After the Board has granted approval of both the initiation of a project and the appointment of a design professional, no further Board action or approval is required for the completion of the project if the following conditions are met:*

- 1. The detailed description of the work to be accomplished, as specifically approved by the Board within the project initiation, has not changed.*
- 2. The total project budget has not increased beyond the amount specifically approved by the Board as part of the project initiation;*
- 3. The funding source has not changed from that specifically approved by the Board as part of the project initiation; and*
- 4. The design professional previously approved by the Board has not changed.*

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*If the above four conditions have been met, the Board's Real Estate and Facilities staff, through the Commissioner, shall have the authority to approve any and all necessary documents related to the completion of the subject construction project, including the approval of construction documents, the advertisement and receipt of bids, the approval of a bid, the award of a contract and any change orders.*

*Prior to the commencement of construction, the Board must approve the exterior design of the major buildings that have aesthetic impact on the overall campus, regardless of the cost of the project. This requirement applies to all buildings and facilities on an institution's property even if the land is leased to an institution's affiliated entity or a private developer.*

**Board Policy §905(A), Real Estate Management**

*Prior Board approval is required for the execution of all leases, easements, oil and mineral leases, and timber sales. Board approval prior to the execution of a contract for the sale of real property is required for all land sales, regardless of the sale price. Prior Board approval is required for the execution of all leases, easements, oil and mineral leases, and timber sales. Request for approval of land contracts shall include property descriptions, terms of purchase, lease, or sale and intended use of the property. An institution acquiring or disposing of real property shall receive two independent appraisals. The purchase price of property to be acquired shall not exceed the average of the two appraisals. The sale price of real property shall be no less than the average of the two appraisals.*

**Board Policy §905(B), Real Estate Management**

*Prior to Board consideration of the purchase or acceptance of real estate from any source, a Phase I or more detail Environmental Report shall be completed by qualified personnel and submitted to the Board's Real Estate and Facilities Office. In the event hazardous substances are confirmed as having existed in the past or as presently existing, the Board reserves the right to cancel the transaction without liability, or to permit the other party or parties to remove the hazardous substances at its or their expense in a manner sufficient to receive a "no further action" letter from the State's Department of Environmental Quality.*

**Board Policy §917, Naming Buildings and Facilities**

*Board approval must be obtained prior to naming or re-naming any institutional building or facility. Board approval must also be obtained prior to naming or renaming any building or facility built on university property leased to a university affiliated entity, a private developer or any other individual or entity.*

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**Board Policy §919, Pre-requisites for Building Modification or Demolition**

*Prior to scheduling a building on an institution's property for restoration, improvement, construction, repair, renovation, rehabilitation, demolition or similar work, the institution shall secure an inspection and approval from the Mississippi Department of Environmental Quality and a permit or written permission from the Mississippi Department of Archives and History authorizing the requested building action. After obtaining approval from these two agencies, a request for the building modification or demolition shall be submitted to the Board for approval. The request to the Board must include documentation evidencing approval by the Department of Environmental Quality and the Department of Archives and History.*

**APPROVAL OF INITIATIONS OF PROJECTS/APPOINTMENTS OF PROFESSIONALS**

**IHL PROJECTS**

**1. JSU – IHL 203-156 – JSU Student Housing Complex**

**Project Request:** Jackson State University requests approval to initiate a project, JSU Student Housing Complex, to be comprised of a new student housing facility for students, a dining facility, and a conference and event center. In addition, the university requests approval to retain Hollis+Miller Architects, based in Overland Park, Kansas as the design professional for the project.

**Proposed Design Professional: Hollis+Miller Architects**

**Purpose:** Jackson State University desires to pursue the project through the JSU Educational Building Corporation. The project will be situated on a site located in the immediate vicinity of the main Jackson State University campus which would be acquired from the Jackson State University Development Foundation. The university's student enrollment continues to increase dramatically and the demand for campus housing follows the increase in student enrollment. Jackson State University has experienced a shortage of on-campus beds as a result and has had to house students off campus to meet the current demand. This request is to construct additional student housing that will follow an aggressive schedule intended to be complete in time to open in January 2016. The new residence hall is anticipated to be four (4) stories and provide approximately 208 units (628 additional beds). The dining facility will be designed to accommodate up to 650 students. The conference and event center will provide much-needed additional

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meeting and event space for a variety of student, alumni, community, and business activities, especially given the center's proximity to downtown Jackson.

Jackson State University is seeking to initiate the project and appoint the design professional in accordance with Board Policy §904(A), Board Approval, that requires each institution to bring all new projects to the Board for the approval of the project initiation and the appointment of a design professional, as required in Board Policy §902, Initiation of Construction Projects.

**Project Initiation Date:** March 20, 2014

**Date of Original Construction:** New Building

**Date of Last Renovation:** New Building

**Proposed Project Budget:**

	<i>Estimated</i>
Construction Cost:	\$ 34,195,000.00*
Architectural and Engineering Fees:	1,865,000.00
Costs of Insurance & Misc. Project Costs:	1,147,165.00
Furniture & Equipment Costs:	1,440,000.00
Various Bond Reserve Funds & Contingency:	<u>8,692,835.00</u>
<b>Total Project Budget</b>	<b>\$ 47,340,000.00</b>

*\*Includes approximately \$2,000,000 for land purchase*

**Proposed Funding Source(s):** JSU EBC Bonds Not to Exceed (\$47,500,000.00) - Pending Approval

**Staff Recommendation:** Board staff recommends approval of this item.



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**APPROVAL OF BUDGET INCREASES AND/OR CHANGES OF SCOPE/FUNDING SOURCE(S)**

**BUREAU OF BUILDING PROJECTS**

**2. ASU – GS 101-294 – Utility Infrastructure**

**Project Request:** Alcorn State University requests approval to increase the budget for the Utility Infrastructure project. The budget will increase from \$1,292,079.00 to \$ 2,292,079.00, an increase of \$1,000,000.00. In addition, the university seeks to add H.B. 1701, Laws of 2010 in the amount of \$1,000,000 as a funding source to the project in order to allow for the budget increase.

**Project Phase:** Design Phase

**Design Professional:** Atherton Consulting Engineers

**General Contractor:** TBD

**Purpose/Justification:** The project is currently in the design phase. The university initiated the project with the Board on March 21, 2013 in order to allow the university to repair, replace, and upgrade the utility infrastructure and systems on the Lorman campus. The project will include repairing, replacing, and upgrading the gas, sewer, water, storm water, and HVAC systems on the Lorman campus. This is the first budget increase for the project by the university. The increase in the project budget is necessary in order to address additional infrastructure issues that have been identified during the design phase of the project.

Alcorn State University is acting in accordance with Board Policy §904(A), Board Approval, that requires each institution to submit all project changes of scope and budget increases to the Board for approval.

**Project Initiation Date:** March 21, 2013

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**Project Budget:**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Amount (+/-)</b>
Construction Costs	\$ 1,081,079.00	\$ 2,081,079.00	\$ 1,000,000.00
Architectural and Engineering Fees	\$ 91,000.00	\$ 91,000.00	\$ 0.00
Miscellaneous Project Costs	\$ 20,000.00	\$ 20,000.00	\$ 0.00
Contingency	\$ 100,000.00	\$ 100,000.00	\$ 0.00
<b>Total Project Budget</b>	<b>\$ 1,292,079 .00</b>	<b>\$ 2,292,079.00</b>	<b>\$ 1,000,000.00</b>

**Funding Source(s):** SB 2851, Laws of 2013 (\$1,292,079) and HB 1701, Laws of 2010 (\$1,000,000)

**Staff Recommendation:** Board staff recommends approval of this item.

**3. MVSU – GS 106-237 – R.W. Harrison Renovation Expansion Phase I**

**Project Request:** Mississippi Valley State University requests approval to increase the project budget for the R.W. Harrison Renovation Expansion Phase I project from \$17,500,000 to \$17,775,000 for an increase in the amount of \$275,000. The university also requests to Bureau of Building Discretionary funds as funding sources to the project in the amount of \$275,000 to allow for the increase in project budget. This funding will complete the renovation and expansion of the existing Harrison [HPER] facility.

**Project Phase:** Design Phase

**Design Professional:** Pryor & Morrow Architects / Vernell Barnes Architect

**General Contractor:** TBD

**Purpose/Justification:** The project is currently in the design phase. This is the second budget escalation request made for this project by the university. The first budget increase was approved at the May 2013 Board Meeting. The project was initiated with the Board on January 20, 2011.

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This project is being requested to increase funding toward the completion of renovation and expansion to the existing Harrison [HPER] building. This project proposes to provide space and facilities for academic instruction, co-curricular activities, and athletic performance with adequate seating capacity meeting ADA compliance guidelines for attending students and audiences.

The project proposes to build an addition to and renovate the existing HPER facility. Work will be done in two phases, Phase I will construct the addition to accommodate academic assemblies, convocations and athletic events which will be constructed using existing project funds. Phase II will renovate the existing building to accommodate HPER program academic support space and accommodations for HPER curriculum instructional functions that will be submitted as an additional funding request.

**History of Project:** This project was initiated in early 2001. The project purposed to construct a new stand-alone Health and Wellness Facility that would provide accommodations for health and wellness activities in addition to serving a new assembly area and athletic performance facility. The project budget was established at \$22,000,000 and had received an initial appropriation of \$8,000,000. The project was funded for pre-planning through design development with Singleton Architects serving as project professional. Over the years through multiple unsuccessful funding request, the university sought to refocus the intent of the +\$6.2 million project budget to fund the renovation of the existing Harrison HPER Complex as a scaled-down alternative. Based upon the change in scope, a new RFP process was conducted and a new project professional was selected. The newly selected firm developed a revised schematic project which produced a streamlined, renovation/addition of the existing facility as a repurposed academic and assembly support space. The new proposed schematic budget totaled \$17.5 million with the intent of using the existing \$6.2 million appropriation as base funding and any future appropriation to reach the Schematic budget of \$17.5 million.

The Board initially approved a Phase I schematic project budget that totaled \$6,238,525.00, with an understanding that the balance would be funded by upcoming appropriations. As a result of recent appropriations from SB 3100 L' 11 in the amount of \$5,000,000.00, SB 2913 L' 13 in the amount of \$6,000,000.00 and SB 2851 L'13 in the amount of \$261,474.97 the total project budget will increase from an initial budget of \$6,238,525.00 to a collective total budget of \$17,500,000.00. Presently, MVSU is requesting authorization to increase the project budget by \$275,000.00 to \$17,775,000.00 through the use of Bureau of Building Discretionary funds. This funding amount will complete Phase I of what is now the R.W. Harrison

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HPER Renovation Expansion. Phase II work will address the natatorium and associated support space, and is not included in the first phase of this project.

Mississippi Valley State University is acting in accordance with Board Policy §904(A), Board Approval, that requires each institution to submit all project budget increases to the Board for approval.

**Project Initiation Date:** January 20, 2011

**Project Budget:**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Amount (+/-)</b>
Construction Costs	\$ 14,781,826.04	\$ 15,692,000.00	\$ 910,173.96
Architectural and Engineering Fees	\$ 995,800.94	\$ 1,249,571.71	\$ 253,770.77
Miscellaneous Project Costs	\$ 418,922.97	\$ 313,142.28	\$ (105,780.69)
Contingency	\$ 1,303,450.00	\$ 520,286.01	\$ (783,164.04)
<b>Total Project Budget</b>	<b>\$ 17,500,000.00</b>	<b>\$ 17,775,000.00</b>	<b>\$ 275,000.00</b>

**Funding Source(s):** SB 2988, Laws of 2003 (\$138,525.03); SB 2010, Laws of 2004 (\$6,100,000); SB 3100, Laws of 2011 (\$5,000,000); SB 2913, Laws of 2013 (\$6,000,000); SB 2851, Laws of 2013 (\$261,474.97); Bureau of Building Discretionary Funds (\$275,000)

**Staff Recommendation:** Board staff recommends approval of this item.

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**IHL PROJECTS**

**4. UMMC –IHL 209-357 – Parking Garage C and Road Revisions**

**Project Request:** The University of Mississippi Medical Center requests approval of the revised site location, the associated exterior design revisions and the revision of the project scope. In addition the university request approval to increase the project budget and modify the funding source(s) of the project to include the renovations and construction requirements and funds of proposed Contract III Parking and Roadways project #209-537C. The revised project is to be named “209-537 Garage C and Road Revisions.” (*See Rendering of Building on Page 12*)

**Project Phase:** Design Phase

**Design Professional:** Tim Haahs Engineers/Architects

**General Contractor:** TBD

**Purpose/Justification:** UMMC wishes to change the campus location from that of the approved master plan. This would include associated revisions in the layout and reaffirmation of the previously approved Exterior Design. The new location will be east of the Dental School Building. Investigations indicate that this area is outside the boundary of the Old Asylum Gravesites. Also UMMC requests a revision in the total scope of the Garage C project to include the designed scope of work for what was originally intended to be Contract III of IHL Project #209-534C Parking and Road Revisions. Incorporating the scope of the road revisions into the Garage C project will provide better coordination and site access and would alleviate potential delays and conflicts of construction of two separate projects within the same, adjacent and contiguous areas. UMMC also feels there would be some economy of scale due to the subcontractor work that would be involved in both projects and that the Road work portion could reflect a savings accordingly. UMMC feels it in our best interest to relocate the proposed Garage C to the new site and combine the scope and funds for both of these projects into a single project/contract.

The six story 1,070 space parking garage is needed to provide additional on-campus parking in support of the UMMC development plans. Under UMMC’s Master Plan approved by the IHL Board, several new buildings will be built on existing parking lots, including the Translational Research Center (former Cancer and Biomedical Research Building) and the new School of Medicine. The parking garage will be used by faculty, staff, students and other subscribers. There is an option to add an additional two levels and expand to 1,490 spaces.

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The Road Revisions portion of this combined project will revise the existing east University drive from the intersection east of the School of Dentistry to the south to the VA Parking Lot entry or, contingent upon the budget and bids received, further to the south to intersect at the existing Woodrow Wilson Frontage Road. The road scope will also include infrastructure installations for utility and data services in keeping with the campus Master Utility Loop Design

**History of Project:** The project was initiated with the Board on August 19, 2010. The Board approved using the dual phase design-build process for constructing the project with private financing. The Board also approved the location of the parking garage, the advertising requirements for this project and the evaluation criteria for the selection, and the short list of development teams to participate in phase two of the selection process.

- October 20-21, 2010. The Board approved a short list of three development teams.
- April 21, 2011. The Board approved the professional team of Signet-Harrell Development, Tim Haahs Engineers/Architects and Harrell Contracting Group, LLC.
- November 15, 2012. The Board approved changing the method of delivery to Public Bidding, the Exterior Design and Timothy Haas Associates as the project Professional.
- Former Contract III of Road Revisions 209-534:  
209-534A Contract I IHL Project Cancelled as project was completed by MDOT November 16, 2012.
- 209-534B Contract II completed May 20, 2013
- 209-534C Contract III: April 4, 2013, Construction Documents and permission to advertise for bids was approved. Project has been on hold due to coordination with proposed Garage Design and location issues.

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The University of Mississippi Medical Center is acting in accordance with Board Policy §904(A), Board Approval, that requires each institution to submit all project changes of scope and budget increases to the Board for approval. The university is also acting in accordance with Board Policy §904(A), Board Approval, that requires the Board to approve the exterior design of the major buildings that have aesthetic impact on the overall campus, regardless of the cost of the project.

**Project Initiation Date:** August 19, 2010

**Project Budget:**

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Amount (+/-)</b>
Construction Costs	\$ 17,400,000.00	\$ 22,607,400.00	\$ 5,207,400.00
Architectural and Engineering Fees	\$ 1,000,000.00	\$ 1,699,888.00	\$ 699,888.00
Miscellaneous Project Costs	\$ 544,973.00	\$ 552,473.00	\$ 7,500.00
Contingency	\$ 1,055,027.00	\$ 1,642,239.00	\$ 587,212.00
<b>Total Project Budget</b>	<b>\$ 20,000,000 .00</b>	<b>\$ 26,502,000.00</b>	<b>\$ 6,502,000.00</b>

**Funding Source(s):** Garage - EBC funds (\$20,000,000.00). Going forward, the interest would be paid with a revenue stream from parking fees from university staff, faculty, students, contractors, vendors, and other institutional funds. Funds available from combined Contract III Road Revisions: EDA Award #04-01-06658(\$1,500,000) and EBC 2012: (\$5,002,000.00)

**Staff Recommendation:** Board staff recommends approval of this item.

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***Rendering: (Parking Garage C East and North Elevations)***



EAST ELEVATION



NORTH ELEVATION

**GARAGE "C"** The University of Mississippi Medical Center

**APPROVAL OF OTHER REAL ESTATE REQUESTS**

**5. MSU – Delete from Inventory and Demolish Building 1441**

**Project Request:** Mississippi State University requests approval to delete Building 1441 from inventory and demolish it.

**Purpose:** The building is located in Brooksville and is in poor condition and no longer serves the mission of the MSU Experiment Station. The project will demolish and dispose of the remains of the building. Any usable material will be salvaged.



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The approval letter has been received from the Mississippi Department of Archives and History. All legal documentation will be kept on file in the Office of Real Estate and Facilities. Mississippi State University is acting in accordance with Board Policy §919 Prerequisites for Building Modification or Demolition, that requires Board approval prior to building modification or demolition.

**Staff Recommendation: Board staff recommends approval of this item.**

**6. UM – Approval of the Exterior Design for the Multi-Purpose Facility**

**Project Request:** The University of Mississippi requests approval of the exterior design of the proposed Multi-Purpose Facility. (*See Rendering of Building on Page 14*)

**Design Professional: AECOM and Cooke Douglass Farr Lemons**

**Purpose:** The University of Mississippi is seeking approval of the project's exterior design. The project is currently in the design phase. The Ole Miss Athletics Foundation project includes the design and construction of a new multi-purpose arena, a multi-level parking structure and associated landscaping and infrastructure improvements. The arena will include a seating capacity of approximately 9,000 as well as common areas dedicated to premium spaces. A dedicated food service operation, with convenient access from outside the facility, will be available throughout regular class days as another on-campus dining services venue. The multi-level garage will be attached or in close proximity to this new facility and is estimated to include approximately 800 stalls. This facility will be available for normal parking inventory when not in use for Athletic events. These facilities will be sited in the parking lot adjacent to the west stand of Vaught-Hemingway stadium.

The University of Mississippi is seeking approval of the exterior design of the building in accordance with Board Policy §904(A), Board Approval, that requires the Board to approve the exterior design of the major buildings that have aesthetic impact on the overall campus, regardless of the cost of the project.

**Staff Recommendation: Board staff recommends approval of this item.**

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***Rendering: (Front of Multi-Purpose Facility)***



**7. UM – Approval of the Exterior Design for the New Student Housing at Northgate**

**Project Request:** The University of Mississippi requests approval of the exterior design of the proposed New Student Housing at Northgate. *(See Rendering of Building on Page 15)*

**Design Professional:** **Cooke Douglass Farr Lemons /Eley Guild Hardy – A Joint Venture**

**Purpose:** The University of Mississippi is seeking approval of the project's exterior design. The project is currently in the design phase. Student enrollment continues to increase dramatically and the demand for on-campus housing follows. This housing project was initiated with the Board in February 2014 and will follow an aggressive schedule intended to be complete in time to open in August, 2015. The university will use the existing design of a building recently completed on the UM campus in August 2013. Modifications will be made to suit the Northgate site. The building will be four stories providing 304 additional beds.

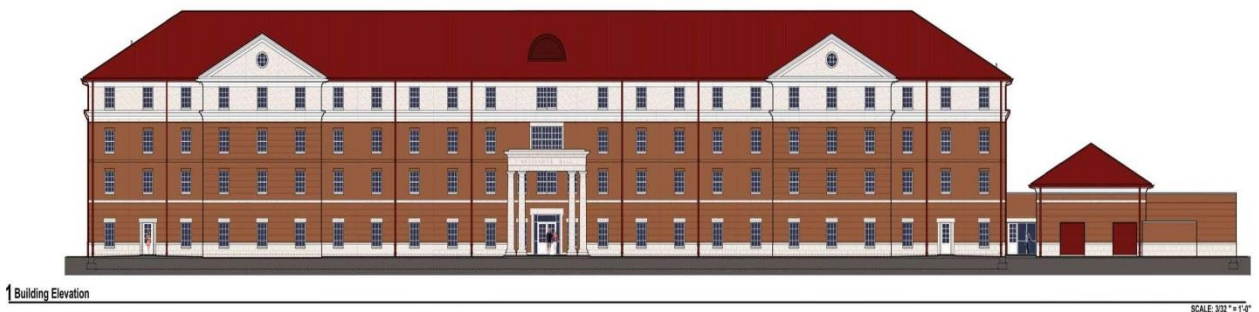
The University of Mississippi is seeking approval of the exterior design of the building in accordance with Board Policy §904(A), Board Approval, that requires the

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Board to approve the exterior design of the major buildings that have aesthetic impact on the overall campus, regardless of the cost of the project.

**Staff Recommendation: Board staff recommends approval of this item.**

***Rendering: (Front of New Housing at Northgate)***



**8. UM – Delete from Inventory and Demolish Buildings “D” and “E”**

**Project Request:** The University of Mississippi requests approval to delete Building “D” and Building “E” from inventory and demolish them.

**Purpose:** The buildings are located on the proposed site of the New Student Housing at Northgate. The buildings need to be demolished to provide a suitable site for the construction of the new residence hall.

The approval letter has been received from the Mississippi Department of Archives and History. All legal documentation will be kept on file in the Office of Real Estate and Facilities. The University of Mississippi is acting in accordance with Board Policy §919 Prerequisites for Building Modification or Demolition, that requires Board approval prior to building modification or demolition.

**Staff Recommendation: Board staff recommends approval of this item.**

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**9. UM – Naming of University Housing South Building as “Burns Hall”**

**Project Request:** The University of Mississippi requests approval to name the University Housing South Building as “Burns Hall”.

**Purpose:** The newly constructed residence hall was opened in the fall of 2013. In honor of the extraordinary contributions of Roland and Sheryl Burns, the University of Mississippi would like to name this newly opened residence call currently known as the University Housing South Building as “Burns Hall”.

Roland O. Burns, Jr. graduated from The University of Mississippi in 1982 with bachelors and masters degrees in accounting. Roland and his wife Sheryl Burns’ generous investments, wise counsel, and exceptional involvement in the life of the University of Mississippi are paying great dividends not only for the University of Mississippi that stands before us today, but also for the generations of individuals who will look to Ole Miss for opportunities in the future.

Recently Sheryl and Roland Burns committed a \$2 million gift, bringing their overall philanthropic support to UM to more than \$5.3 million. This new gift will be divided equally between academics and Ole Miss Athletics, with the exact designations to be determined in the future. They previously had established a \$1.5 million endowment to create the Roland and Sheryl Burns Chair of Accountancy, a faculty position now held by Dr. Dale Flesher. The Burns’ and other accountancy alumni have contributed generous private resources that have played a critical role in UM’s Patterson School of Accountancy achieving the prestigious ranking of No. 4 in the nation by Public Accounting Report, the independent newsletter of the accounting profession. UM’s undergraduate program is rated No. 4 in the country (behind Texas, Illinois, and Brigham Young) and the master’s and doctoral programs are ranked Nos. 5 and 8 respectively. In addition, all three UM programs are ranked No. 1 in the Southeastern Conference.

Roland Burns said, “If Sheryl and I can help the school by adding another great professor, our gift will reap dividends for years in the future. We believe we have an obligation to give back to the community because we have been very blessed. With our financial backgrounds, our goal is to find the best place to direct contributions to generate the maximum benefit.”

This UM alumnus has done far more than make major private gifts to the School of Accountancy. For the last 10 years, UM accountancy students have been given the opportunity to participate in an internship program in the financial reporting department of Comstock Resources, an independent energy company where Burns

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serves as president and chief financial officer. This opportunity gives students valuable insights into the financial workings of a publicly traded company.

The Burns family is also enthusiastic about Ole Miss athletic teams and the expanded opportunities that are available to students through sports participation. Sheryl and Roland have provided philanthropic leadership in the Ole Miss Athletics Foundation's Vaught Society, stepping forward to provide the lead investment of \$1 million for the football team's new state-of-the-art team meeting room. Sheryl and Roland have financially supported other areas of the university, such as student scholarships, Alumni Affairs, and special events. Roland rounds out the family's deep commitment to Ole Miss through service: He is a member of the University of Mississippi Foundation Board and Patterson School of Accountancy Advisory Board.

The University of Mississippi requests approval to name a new residence hall for Sheryl and Roland Burns. Burns Hall will serve as a permanent tribute to this couple for being tremendous supporters, mentors, and ambassadors in our higher education environment. The University of Mississippi is acting in accordance with Board Policy §917, Naming Buildings and Facilities, that requires Board approval be obtained prior to naming or re-naming any institutional building or facility.

**Staff Recommendation: Board staff recommends approval of this item.**

**10. UMMC – IHL 209-544 – Approval of the Exterior Design for the Translational Research Center**

**Project Request:** The University of Mississippi Medical Center requests approval of Exterior Building Design and change in project name from Cancer and Biomedical Research Center to Translational Research Center. (*See Rendering of Building on Page 18*)

**Design Professional: Foil Wyatt Architects and Planners**

**Purpose:** The University of Mississippi Medical Center is seeking approval of the project's exterior design. The project is currently in the design phase. The project will design/construct a new research facility building on UMMC campus. Project was initiated November 2011 and Professional Selection was approved May, 2012.

The facility design of 116,000 gross square feet will provide for 4 completed floors with 2 shelled floors for future expansion and will be supported by site development. The design will provide for a Basement level Vivarium and Mechanical Room, a Research incubator center /Admin. Floor, a MIND Center Floor, one completed

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Laboratory Floor and two shelled Laboratory Floors. The University of Mississippi Medical Center is seeking approval of the exterior design of the building in accordance with Board Policy §904(A), Board Approval, that requires the Board to approve the exterior design of the major buildings that have aesthetic impact on the overall campus, regardless of the cost of the project.

**Staff Recommendation: Board staff recommends approval of this item.**

***Rendering: (Front of Translational Research Center)***



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**11. USM – Delete from Inventory and Demolish Buildings #148, 214, and 892**

**Project Request:** The University of Southern Mississippi requests approval to delete Buildings 148, 214, and 892 from inventory and demolish them.

**Purpose:** The university is seeking to delete from inventory and demolish 3 buildings on the Hattiesburg campus. The buildings are as follows:

1) English Language Institute (ELI) Annex known as “Building 148”

The ELI Annex is in poor condition. The building is a brick and block structure located at 112 N 31<sup>st</sup> Avenue. It rests in a flood zone which results in high water levels that enter the building from under the doors at least twice a year. Upon relocation of the occupants, this location will be utilized as additional parking and future university expansion.

2) Southern Quarterly Building known as “Building 214”

The Southern Quarterly Building is located next to the ELI Annex and is currently used as storage. This is a brick structure located at 3100 Pearl Street. The building is located in a flood zone which results in the building being flooded on a regular basis. Elevated shelving has been installed to accommodate the water infiltration. Upon demolition this space will be used for parking and future expansion.

3) Alpha Phi Alpha house known as “Building 892”

The Alpha Phi Alapha house is located at 421 North 37<sup>th</sup> Avenue. The has been vacant for several years and is in severe disrepair.

The approval letter has been received from the Mississippi Department of Archives and History. All legal documentation will be kept on file in the Office of Real Estate and Facilities. The University of Southern Mississippi is acting in accordance with Board Policy §919 Prerequisites for Building Modification or Demolition, that requires Board approval prior to building modification or demolition.

**Staff Recommendation: Board staff recommends approval of this item.**

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**12. USM – Naming of Buildings A, B, and C of Century Park South**

**Project Request:** The University of Southern Mississippi requests approval to name the three (3) new buildings within the “Century Park South” student residential community project. Building (A) will be named “Scott Hall” and will also house the student health center to be named the “Moffitt Health Center”. Building (B) will be named “Vann Hall”. Building (C) will be named “Luckyday Citizenship Hall”

**Purpose:** Century Pak South consists of three (3) new residential buildings for a total of 954 new beds. Building (A) will also house the new student health center. Building (C) will also house the administrative offices of the Luckyday Scholarship Program. The University of Southern Mississippi requests approval to name the three (3) new buildings along with the Student Health Center in honor of the individuals listed below:

**Building A to be known as “Scott Hall”**

The original Scott Hall at The University of Southern Mississippi was constructed in 1959 and demolished in 2013 to make way for the Century Park South complex. Fifty-six years after the construction of the original Scott Hall, the herculean efforts of Mr. T. P. Scott to create what would later be called The University of Southern Mississippi are not forgotten. Beginning in 1901, Mr. Scott was a champion of education in Mississippi. After previous attempts to introduce legislation to charter a Mississippi Normal College in Hattiesburg failed, Mr. T. P. Scott, who was the head of Brookhaven (Mississippi) City Schools and a member of the Mississippi Teachers Association, organized a campaign to support House Bill 204, which called for the establishment of this college and was made law on March 30, 1910.

Naming Century Park South Building (A) "Scott Hall" is a fitting tribute to the person widely credited for relentless support of founding the college whose roots lie with teaching teachers. Scott Hall already has an established history as a name of a residence hall at Southern Miss where thousands of college students lived from 1959 until 2010. Contemporary college students have a strong connection and identify with a residence hall building named in tribute to a person, instead of a building that simply carries a letter or number designation. Naming Century Park South Building A "Scott Hall" will carry on the tradition of that name adorning a residence hall at Southern Miss. Pending naming approval of Century Park South Building A as Scott Hall, the residence hall stands to inherit a great name and serve as a testament to the man who fought long and hard for the eventual chartering of what would later become The University of Southern Mississippi.



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**Student Health Center to be known as the “Moffitt Health Center” to be housed in Building A:**

The University of Southern Mississippi is seeking approval to name its new health clinic the “Moffitt Health Center” in recognition of a significant gift from Dr. Ginny Moffitt Crawford and her family. The Moffitt family, consisting of Dr. Ellis Mumford Moffitt, Dr. Nina Goss Moffitt, and their children, Dr. John Ellis Moffitt, and Dr. Virginia (Ginny) Moffitt Crawford, is a family of physicians.

Dr. Ellis Moffitt completed his freshman year at Mississippi College before entering the United States Navy in 1943. After receiving his Bachelor of Science degree in business from Mississippi College in 1948, he began working for Upjohn Pharmaceuticals, establishing the drug company’s Mississippi territory. In 1954, he and Dr. Nina Bess Goss married. He entered Tulane Medical School at the age of 31 and completed his residency and post-doctoral fellowships at the University of Virginia and the University of Michigan. Dr. Moffitt entered private practice and established, along with three other area physicians, the Mississippi Allergy Clinic in Jackson, Mississippi. Dr. Moffitt served on the medical staff at Mississippi Baptist Medical Center from 1964 to 1991, eventually becoming chief of staff and a member of the Board of Directors from 1992-1997. Dr. Moffitt retired in 1991 after almost 40 years of medical practice and teaching at the University of Mississippi Medical Center (UMMC). Dr. Moffitt, who died in April 2004, was very active in the professional and civic community and was an instrumental part, alongside his wife Dr. Nina Goss Moffitt, in developing the Mississippi State Medical Association’s recovering physician program.

Dr. Nina Goss Moffitt, who died in May 1998, was a faculty member at UMMC. She joined the faculty in 1966 and after retiring from practice in 1991, she served on the full-time faculty as an associate professor of psychiatry and human behavior. She served as President of the Mental Health Association of the Capital Area, on the Mississippi State Mental Health Department State Planning Advisory Committee, and as a member of the Mental Health Commission.

Dr. John Ellis Moffitt, who passed away in December of 2007, was professor of pediatrics and a Senior Associate Dean in the School of Medicine at UMMC, where he served on its faculty for two decades. He was an author of numerous scientific publications and abstracts on childhood diseases, a member of Alpha Omega Alpha, a member of the American Academy of Pediatrics, the American Medical Association, the Mississippi State Medical Association, the American College of Allergist, the Central Mississippi Pediatric Society, the American Academy of Allergy and Immunology and the American College of Allergy and Immunology. Dr. Ginny

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Moffitt Crawford, board certified in internal medicine and adolescent medicine, is currently Director of Student Health Services at The University of Southern Mississippi, where she has served the Southern Miss community for more than two decades. Dr. Crawford has served on the USM Foundation Board of Directors, co-chaired the United Way Campaign, was faculty adviser for Alpha Delta Pi and Sigma Phi Epsilon, and was a member of the Medical Technology Advisory Committee.

**Building B to be known as “Vann Hall”:**

The original Vann Hall at The University of Southern Mississippi was constructed in 1967 and demolished in 2013 to make way for the Century Park South complex. Forty-seven years after the construction of the original Vann Hall, the first football coach to lead a Southern Miss football team to a perfect season is not forgotten. Coach Thad “Pie” Vann led the Golden Eagles to an undefeated season in 1958. Even today Coach Vann comes to mind as one of the University’s most outstanding football coaches. He directed Golden Eagle teams to victories against the University of Alabama in 1953 and again in 1954. Coach Vann is known as one of the founding fathers of Golden Eagle gridiron success.

Vann Hall already has an established history as a name of a residence hall at Southern Miss where thousands of college students lived from 1967 until 2010. It is in the footprint of the original Vann Hall that a new residence hall is being constructed. Contemporary college students have a strong connection and identify with a residence hall building named in tribute to a person, instead of a building that simply carries a letter or number designation. Naming Century Park South Building B "Vann Hall" will carry on the tradition of that name adorning a residence hall at Southern Miss. Pending naming approval of Century Park South Building B as Vann Hall, the residence hall stands to inherit a great name and serve as a testament to the coach who first established a football tradition at Southern Miss.

**Building C to be known as “Luckyday Citizenship Hall”:**

The University of Southern Mississippi is seeking approval to name this residence hall “Luckyday Citizenship Hall” in recognition of a significant gift from the Luckyday Foundation to support the construction of the facility.

Frank R. Day, former Chairman of the Board and Chief Executive Officer of Trustmark National Bank, was a native of Aberdeen, Mississippi, and a graduate of the University of Mississippi and the Graduate School of Banking at Louisiana State University. He established the Luckyday Foundation in 1978 to help young Mississippians achieve their educational goals by providing deserving high school students who otherwise had little chance for a college education with the opportunity to continue their education at a major university like The University of Southern

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Mississippi. Until his death in 1999, Mr. Day, through the Luckyday Foundation, provided scholarships anonymously for eight Bailey Magnet School students.

Although Mr. Day's work with the Boys and Girls Club of Metropolitan Jackson was well-known, he wanted his involvement with the Luckyday Foundation scholarships to Bailey Magnet School students kept strictly confidential. Only following Day's death on December 6, 1999, did his family and the Luckyday Foundation Board agree to reveal the identity of the Bailey scholars' benefactor.

The Luckyday Foundation, whose Board of Managers is led by Jackson attorney Holmes Adams, continues Frank Day's legacy by funding the Luckyday Citizenship Scholars Program at The University of Southern Mississippi. The program targets Mississippi high school seniors who are outstanding citizens, exemplary students, and people committed to continued involvement in community service. For over a decade, the Luckyday Citizenship Scholarship Program has impacted the lives of more than 900 students at Southern Miss through the gift of scholarship, service, leadership and community engagement.

The University of Southern Mississippi is acting in accordance with Board Policy §917, Naming Buildings and Facilities, that requires Board approval be obtained prior to naming or re-naming any institutional building or facility.

**Staff Recommendation: Board staff recommends approval of this item.**

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**1. DSU – APPROVAL TO HIRE WALKER & UNGO, LLC, AS OUTSIDE COUNSEL**

Delta State University requests permission to contract with Walker & Ungo, L.L.C. for legal services necessary in preparing immigration applications on behalf of the University for its employees who seek temporary or permanent residence status, as well as providing other related services. The firm will also provide consultations and legal opinions and advice to the University, from time to time, as requested by the University. The term of the contract shall be three (3) years. The proposed fees and/or hourly rates are as follows:

**Immigration Legal Fees  
Barry Walker, Attorney**

**H-1B Petitions**

I-129 Petition and supporting  
Documentation: \$1000

**PERM (Application for Alien Labor Certification, other than Special Handling procedures)**

Initial Fee: \$2500  
I-140: \$2000  
I-485: \$2000  
Family members: \$500 per family member

**EB-1 (Outstanding professor/researcher, extraordinary ability) and Special Handling Labor Certification**

Initial Fee: \$2000  
On approval of I-140  
or special handling: \$2000  
I-485: \$2000  
Family members: \$500 per family member

**HOURLY RATE FOR INCIDENTAL CONSULTATIONS:**

The above quoted fees are fixed fees charged in connection with the preparation of specific procedures. No additional hourly fees are charged for consultations with

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University staff or the sponsored immigrant employee, related to the procedures listed above.

In the event the University requests a legal opinion, advice or consultation, the Attorney often provides those services free of charge. In the event any consultation requires more than one (1) hour of Attorney time, the Attorney will charge a fee of \$200 per hour. The maximum amount payable under this contract would be \$40,000 for legal fees.

**STAFF RECOMMENDATION: The Attorney General has approved this request. Board staff recommends approval of this item.**

**2. MSU - APPROVAL TO AMEND/RENEW CONTRACT WITH WARE | GASPARIAN LAW FIRM AS OUTSIDE COUNSEL**

MSU requests permission to amend/renew a contract with WARE | GASPARIAN, formerly DAVID WARE & ASSOCIATES, L.L.C., located at 3850 N. Causeway Blvd., Suite 555, Metairie, LA 70002, to provide services necessary in preparing labor certification documents on behalf of Mississippi State University. This will extend the term of the contract for one (1) year or until March 20, 2015. All other provisions of the Agreement for Legal Services dated March 21, 2013 shall remain in effect. The maximum amount payable under the one-year extension will be \$50,000. The fees payable under the contract are as follows:

**Schedule of Legal Fees for Academia**

**Nonimmigrant Petitions and Processes**

<b>H-1B petition</b>	<b>\$1500.00</b>
<b>H-1B extension or amendment petitions</b>	<b>\$1000.00</b>

<b>TN petition or border/consulate processing</b>	<b>\$1500.00</b>
<b>TN extension petition</b>	<b>\$1000.00</b>

<b>E-3 petition or consular processing</b>	<b>\$1500.00</b>
<b>E-3 extension petition</b>	<b>\$1000.00</b>

<b>O-1 petition</b>	<b>\$4000.00</b>
<b>O-1 extension or amendment petition</b>	<b>\$1500.00</b>

**Change of status or extension of status for dependents (I-539) no additional charge**

<b>J-1 waiver (IGA or hardship)</b>	<b>\$6,000.00</b>
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**J-1 waiver (Conrad) \$6,000.00**

**Permanent Residence Process with Labor Certification: Faculty**

**\$2000.00** “Special Handling” labor certification (must be paid by University\*)  
*\$2500.00 if position must be re-advertised*

**\$1000.00** Additional fee if audited.

**\$2500.00** Immigrant petition

**\$1500.00** Adjustment of status and related applications (I-765, I-131, etc.) by employee

**\$750.00** Adjustment of status and related applications each spouse or child

*\*U.S. Dept. of Labor requires employers to pay all costs associated with labor certification, including legal fees and advertising costs; employees may pay other fees*

**Permanent Residence Process with Labor Certification: Non-Faculty**

**\$3000-\$4000** Labor certification (must be paid by University). Exact fee depends on difficulty of case.

**\$1500.00** Additional fee if audited

**\$2500.00** Additional fee if subject to supervised recruitment

**\$2500.00** Immigrant petition

**\$1500.00** Adjustment of status and related applications (I-765, I-131, etc.) by employee

**\$750.00** Adjustment of status and related applications each spouse or child

*\*U.S. Dept. of Labor requires employers to pay all costs associated with labor certification, including legal fees and advertising costs; employees may pay other fees*

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**Permanent Residence Process: Outstanding Professors and Researchers**

**\$5000.00** Immigrant petition

**\$1500.00** Adjustment of status and related applications by employee

**\$750.00** Adjustment of status and related applications each spouse or child

*Since labor certification is not required, employees may pay all fees*

**Permanent Residence Process: National Interest Waiver**

**\$5000.00** Immigrant petition

**\$1500.00** Adjustment of status and related applications by employee

**\$750.00** Adjustment of status and related applications each spouse or child

*Since labor certification is not required, employees may pay all fees*

*Employee's legal fees in all cases may be paid in monthly installments, to be arranged with attorney*

**BOARD RECOMMENDATION: The Attorney General has approved this request. Board staff recommends approval of this item.**

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**APPROVAL OF PERSONNEL ACTION REQUESTS**

**1. Change of Status**

**MVSU**

Constance Bland, *from* Department Chair for Mathematics, Computer and Information Sciences; salary of \$108,106 per annum, pro rata; E&G Funds and external funds (Ayers and External Grant); *to* Vice President for Academic Affairs; salary of \$130,000 per annum, pro rata; E&G funds; effective February 24, 2014

Kathie Golden, *from* Director of International Programs; salary of \$102,467 per annum, pro rata; E&G Funds and external funds (Title III); *to* Associate Vice President for Academic Affairs; salary of \$105,000 per annum, pro rata; E&G Funds and external funds (Title III), effective February 24, 2014

**2. Sabbatical**

**MSU (All on nine-month contract except where denoted \* for twelve-month contract)**

Thomas P. Anderson, Associate Professor of English, *from* salary of \$63,486 per annum, pro rata; E&G Funds; *to* salary of \$31,743 for sabbatical period; E&G Funds; effective January 10, 2015 to May 15, 2015; professional improvement

Jerrold L. Belant, Associate Professor of Wildlife, Fisheries, and Aquaculture, *from* salary of \$79,467 per annum, pro rata; E&G Funds; *to* salary of \$39,734 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014 professional improvement

Michael E. Brown, Professor of Geosciences, *from* salary of \$76,417 per annum, pro rata; E&G Funds; *to* salary of \$38,208 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Guangqing Chi, Associate Professor of Sociology; *from* salary of \$70,491 per annum, pro rata; E&G Funds; *to* salary of \$35,246 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement.

Michael R. Clifford, Professor of Philosophy and Religion; *from* salary of \$75,649 per annum, pro rata; E&G Funds; *to* salary of \$37,825 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Edward T. Dobson, Professor of Mathematics and Statistics; *from* salary of \$77,976 per annum, pro rata; E&G Funds; *to* salary of \$38,988 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement



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Lara A. Dodds, Associate Professor of English; *from* salary of \$57,975 per annum, pro rata; E&G Funds; *to* salary of \$29,988 for sabbatical period; E&G Funds; effective August 16, 2014 to May 15, 2015; professional improvement.

Dipangkar Dutta, Associate Professor of Physics and Astronomy; *from* salary of \$69,716 per annum, pro rata; E&G Funds; *to* salary of \$34,858 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015 professional improvement

Jamie L. Dyer, Associate Professor of Geosciences; *from* salary of \$60,711 per annum, pro rata; E&G Funds; *to* salary of \$30,356 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement

Gerald A. Emison, Professor of Political Science and Public Administration; *from* salary of \$92,751 per annum, pro rata; E&G Funds; *to* salary of \$46,376 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement.

Carlos Espinosa, Associate Professor of Classical and Modern Languages and Literature; *from* salary of \$54,217 per annum, pro rata; E&G Funds; *to* salary of \$27,109 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Zhaofe Fan, Associate Professor of Forestry; *from* salary of \$70,098 per annum, pro rata; E&G Funds; *to* salary of \$35,049 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Nicholas P. Herrmann, Associate Professor of Anthropology and Middle Eastern Cultures; *from* salary of \$71,396 per annum, pro rata; E&G Funds; *to* salary of \$35,698 for sabbatical period; E&G Funds; effective August 16, 2014 to May 15, 2015; professional improvement.

Alexandra E. Hui, Assistant Professor of History; *from* salary of \$61,854 per annum, pro rata; E&G Funds; *to* salary of \$30,927 for sabbatical period; E&G Funds; effective August 16, 2014 to May 15, 2015; professional improvement

\*Jack L. Jordan, Professor of Classical and Modern Languages and Literature; *from* salary of \$115,963 per annum, pro rata; E&G Funds; *to* salary of \$43,486 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement.

Anne E. Marshall, Associate Professor of History; *from* salary of \$64,434 per annum, pro rata; E&G Funds; *to* salary of \$32,217 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement

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Meghan J. Millea, Professor of Finance and Economics; *from* salary of \$94,371 per annum, pro rata; E&G Funds; *to* salary of \$47,186 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement

Catherine Pierce, Associate Professor of English; *from* salary of \$55,824 per annum, pro rata; E&G Funds; *to* salary of \$27,912 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement.

Margaret B. Pope, Associate Professor of Curriculum, Instruction and Special Education; *from* salary of \$62,447 per annum, pro rata; E&G Funds; *to* salary of \$31,224 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Kenneth D. Roskelley, Associate Professor of Finance and Economics; *from* salary of \$149,033 per annum, pro rata; E&G Funds; *to* salary of \$74,517 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement

Michael W. Seymour, Associate Professor of Landscape Architecture; *from* salary of \$91,179 per annum, pro rata; E&G Funds; *to* salary of \$34,192 for sabbatical period; E&G Funds; effective January 1, 2015 to May 15, 2015; professional improvement.

Juan L. Silva, Professor of Food Science, Nutrition and Health Promotion; *from* salary of \$105,453 per annum, pro rata; E&G Funds; *to* salary of \$39,545 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; professional improvement.

Andrzej Sygula, Professor of Chemistry; *from* salary of \$82,922 per annum, pro rata; E&G Funds; *to* salary of \$41,461 for sabbatical period; E&G Funds; effective August 16, 2014 to December 31, 2014; E&G Funds; professional improvement.

**MUW - Correction of sabbatical dates and salary (approved at the February 2014 Board Meeting)**

**Original:**

Thomas G. Velek, Professor of History, *from* salary of \$73,505 per annum, pro rata; E&G Funds; *to* salary of \$36,752.50 for sabbatical period; E&G Funds; effective August 13, 2014 to December 15, 2015; professional development

**Corrected:**

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Thomas G. Velek, Professor of History, *from* salary of \$73,505 per annum, pro rata; E&G Funds; *to* salary of \$36,752.50 for sabbatical period; E&G Funds; effective August 1, 2014 to December 15, 2014; professional development

**3. Emeritus Status**

**JSU**

Curtina Moreland-Young.; Professor Emeritus of Public Policy and Administration, College of Public Services

**USM**

Robin M. Overstreet; Professor Emeritus of Coastal Sciences, College of Science and Technology

James Patterson Smith; Professor Emeritus of History, College of Arts and Letters

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1. **ASU – APPROVAL TO AWARD ONE HONORARY DEGREE**

The university requests approval to bestow one honorary degree at its May 2014 commencement ceremony. Supporting documents are on file at the Board Office.

**Staff Recommendation: Board staff recommends approval of this item.**

2. **DSU – APPROVAL TO AWARD ONE HONORARY DEGREE**

The university requests approval to bestow one honorary degree at its May 2014 commencement ceremony. Supporting documents are on file at the Board Office.

**Staff Recommendation: Board staff recommends approval of this item.**

3. **MSU – APPROVAL TO AWARD TWO HONORARY DEGREES**

The university requests approval to bestow two honorary degrees at its May 2014 commencement ceremony. Supporting documents are on file at the Board Office.

**Staff Recommendation: Board staff recommends approval of this item.**

# REGULAR AGENDAS

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**1. SYSTEM – OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE TEACHER EDUCATION SCHOLARS LOAN/SCHOLARSHIP PROGRAM RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the Teacher Education Scholars Loan/Scholarship Rules and Regulations. State law requires the Board to promulgate Rules and Regulations for administering the state-supported Student Financial Aid programs.

The Teacher Education Scholars Loan/Scholarship Program (TES) awards \$15,000 annually to students with a 28 ACT and 3.5 GPA who commit to become teachers. Loans will be forgiven for recipients who graduate, become licensed, and teach in the public school system for five years.

The requested changes:

1. Require the ACT to be taken prior to entry into the education program, not prior to entry into higher education.
2. Limit award amounts to not exceed the Cost of Attendance.
3. Make provisions for recipients to switch from Critical Needs or William Winter to the Teacher Education Scholars program if the student meets all other eligibility requirements.

*See below for Teacher Education Scholars Loan/Scholarship Rules and Regulations.*

**Board of Trustees of State Institutions of Higher Learning**

**Teacher Education Scholars Loan/Scholarship Program (TES)  
RULES AND REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board"). The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible applicants; however, priority consideration shall be given to persons previously receiving awards under the Teacher Education Scholars Loan/Scholarship Program (TES).

**I. GENERAL ELIGIBILITY**

- A. The applicant must be fully admitted as a regular student and enrolled full-time (minimum 12 semester hours or 9 trimester hours) at the undergraduate level at one (1) Board-approved accredited four year institution of higher learning in the State of Mississippi.
- B. The applicant must be pursuing or plan to pursue a first bachelor's degree in a program of study leading to a Class "A" standard teacher educator license.
- C. The first-time-in-college applicant must have a 3.5 high school grade point average (GPA) on a 4.0 scale. The continuing college applicant must have a 3.5 college grade point average (GPA) on a 4.0

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scale. All award recipients must maintain continuous full-time enrollment and make satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.

- D. The applicant must have earned an ACT composite score of 28 or higher from a national test taken prior to enrollment into the higher education program. A combined score of 1260 or higher on the Critical Reading and Math sections of the SAT from a national test taken prior to enrollment into the higher education program will be accepted in lieu of the ACT.
- E. The applicant must have expressed in writing a present intention to teach in the State of Mississippi in a K-12 public school district, and must diligently pursue the course of study and requirements for the teaching license.
- F. The applicant must not presently or previously have defaulted on an educational loan.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

A. First time applicants must:

- 1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31. The deadline date will be suspended for applications for awards during the program's inaugural year, the 2013-2014 academic year.
- 2. Supply proof of an ACT composite score of 28 or higher from a national test. A combined score of 1260 or higher on the Critical Reading and Math sections of the SAT will be accepted in lieu of the ACT. ACT or SAT scores must come from a test taken prior to enrollment into the higher education program. ACT or SAT scores must be received by the document deadline of April 30. The document deadline date will be suspended for applications for awards during the program's inaugural year, the 2013-2014 academic year.
- 3. Signify understanding of the TES Rules and Regulations; enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws; and complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*
- 4. The first-time-in-college applicant must have a 3.5 high school grade point average (GPA) on a 4.0 scale. Evidence of academic eligibility will be automatically provided to the Board by the high school counselor, unless specifically requested from the applicant. The continuing college applicant must have a 3.5 college grade point average (GPA) on a 4.0 scale. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
- 5. All applicants must be enrolled full-time in a program of study leading to a Class "A" standard teacher educator license and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of enrollment will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.

B. Renewal applicants must:

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1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
2. Maintain continuous full-time enrollment status for each period of enrollment, and remain in a program of study leading to a Class "A" standard teacher educator license, making satisfactory academic progress in accordance with the attending institution's policy. Evidence of continuing academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
3. Complete, sign and return the Self Certification of a Private Loan form each year for which funds are requested.

**III. AMOUNT AND LENGTH OF LOAN/SCHOLARSHIP**

- A. The maximum annual award amount shall be \$15,000, but no award shall exceed the student's total cost of attendance.
- B. Students who first receive awards as entering freshmen may receive a lifetime maximum of four (4) annual awards, eight (8) semesters, or twelve (12) trimesters; students who first receive awards as sophomores may receive a lifetime maximum of three (3) annual awards, six (6) semesters, or nine (9) trimesters; students who first receive awards as juniors may receive a lifetime maximum of two (2) annual awards, four (4) semesters, or six (6) trimesters; and students who first receive awards as seniors may receive a lifetime maximum of one (1) annual award, two (2) semesters, or three (3) trimesters. Classification will be determined by the attending institution.
- C. Awards shall be disbursed directly to the school of attendance.
- D. Awards are not provided for summer school.
- E. Once a student has received TES funds, he/she may not receive funds from the other undergraduate teacher programs, Critical Needs Teacher Loan/Scholarship (CNTP), Critical Needs Alternative Route Teacher Loan/Scholarship (CNAR), William Winter Teacher Loan/Scholarship (WWTS), William Winter Alternate Route Teacher Loan/Scholarship (WWAR), and Mississippi Teacher Loan Repayment (MTLR) programs.
- F. Recipients of CNAR, CNTP, WWTS, or WWAR, who have not exhausted eligibility in the other state education loan/scholarship program in which they previously participated and who meet all TES eligibility requirements, may switch their participation to TES. Such recipients will be required to repay both loan/scholarships according to the terms of their contracts, but may fulfill the service requirement for both programs concurrently.
- G. A TES recipient is not eligible to receive funds through other state financial aid programs.

**IV. RECIPIENT RESPONSIBILITIES**

- A. A TES recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
- B. A TES recipient must maintain continuous full-time enrollment and make satisfactory academic progress in accordance with the attending institution's policy. A TES recipient who fails to maintain continuous full-time enrollment or make satisfactory academic progress will be suspended from



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participation in the program for the following period of enrollment. An official transcript, grade, and/or enrollment verification sent directly to the Board by the attending institution evidencing full-time enrollment and maintenance of Satisfactory Academic Progress will entitle a TES recipient for renewal priority.

- C. A TES recipient must remain in school full-time, complete an approved program of study and obtain the appropriate educator's license. A TES recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate educator's license, shall immediately become liable to the Board for the sum of all outstanding TES awards.
- D. While receiving funds, the TES recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the TES recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the TES recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
- E. A TES recipient should address in writing to the Board or its loan servicer any special circumstances regarding enrollment status, withdrawal from school, or failure to complete the approved program of study.

**V. REPAYMENT**

- A. A TES loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through teaching service or by loan repayment.
- B. Cancellation through Teaching Service
  - 1. A TES loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through teaching service:
    - a) Obtain the appropriate educator's license, as determined by the State Board of Education.
    - b) Teach full-time, as defined by the State Board of Education. Qualifying positions include teacher and school librarian; invalid positions include, but are not limited to, the following: assistant teacher, full-time substitute, high school counselor, curriculum specialist or administrator.
    - c) Teach in grades kindergarten through twelve (K-12) in a Mississippi public school.  
*NOTE: It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment. Prospective teachers may contact the Mississippi Teacher Center for placement assistance at [www.mde.k12.ms.us/mtc](http://www.mde.k12.ms.us/mtc).*
  - 2. A TES loan/scholarship debt shall be cancelled in full on the basis of five year's teaching service. For all TES recipients, such service shall never be less than five (5) years regardless of the length of study provided under this loan/scholarship.
  - 3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the TES loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.

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4. The TES loan/scholarship recipient must request in writing a service deferment each year for five years and the request must be approved. At the end of the five-year service deferment period, the TES loan/scholarship recipient must request in writing a cancellation of the entire amount loaned under the loan/scholarship.

C. Loan Repayment

1. Unless granted a grace period or other deferment, a TES loan/scholarship recipient shall become liable to the Board for the sum of all TES loan/scholarship awards made to that person, plus interest, immediately at the time of occurrence of one of the following events:
    - a) The recipient withdraws from school;
    - b) The recipient fails to complete the approved program of study;
    - c) The recipient fails to obtain the appropriate educator's license; or
    - d) The recipient fails to complete the teaching service option defined in Section V.B.
  2. The rate of interest charged a TES loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
  3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.
  4. Loan/scholarship recipients must repay the loan (principal and interest thereon) in 120 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in 120 or less equal consecutive monthly installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.
- D. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
- E. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD AND OTHER DEFERMENTS**

- A. Grace Period

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1. Upon completion of the approved program of study, the TES loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate educator's license and secure appropriate teaching employment as defined in Section V.B.1.
2. A TES loan/scholarship recipient who terminates full-time enrollment in the approved program of study without completing the program will be granted a 12-month grace period and will enter repayment immediately upon termination of the grace period. Such a recipient may also be eligible for an in-school deferment as defined in Section VI.B.

**B. In-School Deferment**

1. A TES loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a baccalaureate level program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
3. The in-school deferment will not be granted for enrollment in a graduate program.
4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

**C. Temporary Disability Deferment**

1. A TES loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.
2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.

**D. Military Service Deferment**

1. In terms of military service the following definitions shall apply:
  - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the Teacher Education Scholars Loan/Scholarship program.

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- b) OBLIGATED or VOLUNTARY military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is VOLUNTARY if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
- 2. A TES loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
- 3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
- 4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
- 5. If a recipient continues military service for any reason beyond the REQUIRED time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
- 6. If a recipient obligates himself/herself to VOLUNTARY military service prior to, during, or after the TES award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

**VII. CANCELLATION OF DEBT**

**A. Death**

- 1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.
- 2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
- 3. The Board may not attempt to collect on the loan from the deceased recipient's estate.

**B. Total and Permanent Disability**

- 1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.

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2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.

C. Bankruptcy

TES loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

The acceptance of the TES loan/scholarship by each recipient shall serve to appoint the Secretary of State of the State of Mississippi as his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the TES Loan/Scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the Secretary of State, shall be of the same legal force and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**Staff Recommendation:**

The staff, after review and approval by the Office of the Attorney General, recommends approval.

**2. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE CRITICAL NEEDS TEACHER LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the Critical Needs Teacher Loan/Scholarship Rules and Regulations. State law requires the

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IHL Board and the State Board of Education to jointly promulgate Rules and Regulations for administering the Critical Needs Teacher Loan/Scholarship Program.

The Critical Needs Teacher Loan/Scholarship Program (CNTP) awards full tuition, room, board, and books to undergraduate students in teacher education programs who commit to teach in a Mississippi critical needs geographic or subject shortage area for one year in exchange for each year of funding.

The requested changes:

1. Increase the entrance and maintenance GPA from 2.5 to 3.0 to align with new teacher licensure requirements.
2. Clarify that continued eligibility is based upon the term GPA, rather than the cumulative GPA.
3. Update the names of the Praxis tests required for entry into teacher education programs, as the test names have recently changed.
4. Make provisions for recipients to switch from Critical Needs to the Teacher Education Scholars program if the recipient meets all eligibility requirements and agrees to repay both loans.

The proposed changes must also be approved by the State Board of Education.

*See below for Critical Needs Teacher Loan/Scholarship Rules and Regulations.*

**Board of Trustees of State Institutions of Higher Learning**

**Critical Needs Teacher Loan/Scholarship Program**  
**RULES AND REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board") and the State Board of Education. The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible applicants; however, priority consideration shall be given to persons previously receiving awards under the Critical Needs Teacher Loan/Scholarship program (CNTP).

**I. GENERAL ELIGIBILITY**

- A. The applicant must be fully admitted as a regular student and enrolled full-time (minimum 12 semester hours or 9 trimester hours) or part-time (minimum of 6 semester/trimester hours) at the undergraduate level as a Junior or Senior seeking a bachelor's degree in a program of study leading to a Class "A" standard teacher educator license at one (1) accredited four year institution of higher learning in the State of Mississippi approved by the State Board of Education. Classification will be determined by the attending institution.
- B. The recipient must have ~~and maintain~~ a cumulative ~~2.5-3.0~~ college grade point average (GPA) on a 4.0 scale to establish eligibility, earn a 3.0 GPA each period of enrollment (i.e. semester or trimester) for

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continued eligibility, and ~~must~~ maintain satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.

- C. The applicant must have earned passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) Basic Skills Test (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics), or must supply proof of exemption for Praxis I testing by providing an ACT composite score of 21 or higher from a national test with sub-scores of 18 or higher from that same test. A combined score of 990 on the Critical Reading and Math sections of the SAT will be accepted in lieu of the ACT. ACT or SAT scores must come from a test taken prior to enrollment into higher education.
- D. The applicant must have expressed in writing a present intention to teach in the State of Mississippi in a public school district in a geographical area of the State or subject area of the public school curriculum in which there exists a critical shortage of teachers, as designated by the State Board of Education, and must diligently pursue the course of study and requirements for the teaching license.
- E. The applicant must not presently or previously have defaulted on an educational loan.
- F. CNTP recipients are not eligible for any other state aid but may apply for federal and institutional aid.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

- A. First time applicants must:
  - 1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  - 2. Earn passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics) ~~Pass the reading, writing, and math parts of Praxis I~~ and submit all three test scores to the Board. Scores must be received by the document deadline date of June 30. Passing scores are indicated on the score report provided to the student by the testing service. Passing scores are also published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Applicants may supply proof of exemption for Praxis I ~~testing~~ by providing an ACT composite score of 21 or higher from a national test with sub-scores of 18 or higher from that same test. A combined score of 990 on the Critical Reading and Math sections of the SAT will be accepted in lieu of the ACT. ACT or SAT scores must come from a test taken prior to enrollment into higher education.
  - 3. Have a cumulative college GPA of ~~2.53~~ 2.53 on a 4.0 scale, be enrolled at least part-time in a program of study leading to a Class "A" standard teacher educator license, and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
  - 4. Participate in Entrance Counseling, signify understanding of the CNTP Rules and Regulations, enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws, and complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*

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B. Renewal applicants must:

1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
2. Maintain a ~~cumulative 2.5~~ 3.0 college GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester), maintain the enrollment status as awarded (full-time or part-time) for each period of enrollment, and remain in a program of study leading to a Class "A" standard teacher educator license, making satisfactory academic progress in accordance with the attending institution's policy. Evidence of continuing academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
3. Participate in Entrance Counseling and complete, sign and return the Self Certification of a Private Loan form.

**III. AMOUNT AND LENGTH OF LOAN/SCHOLARSHIP**

- A. The amount of the annual award for full-time students at a public college or university shall equal the total cost for tuition, room and meals, books, materials and fees at the college or university in which the student is enrolled, not to exceed an amount equal to the highest total cost of tuition, room and meals, books, materials and fees assessed by a public institution of higher learning during that school year. The amount of the annual award for full-time students at a private college or university shall equal the amount of the annual award of the nearest comparable public institution of higher learning, as determined by the Board. The annual award will be pro-rated for part-time students. *Note: The amount of the loan/scholarship remains the same regardless of whether the recipient lives on or off campus.*
- B. Students enrolling on a full-time basis may receive a lifetime maximum of two (2) annual awards, four (4) semesters, or six (6) trimesters. Students enrolling on a part-time basis may receive pro-rated awards over three (3) academic years, six (6) semesters, or nine (9) trimesters, but in no case may the lifetime maximum award for a part-time student exceed the lifetime maximum award of a full-time student.
- C. Awards shall be disbursed directly to the school of attendance, to be applied first toward tuition.
- D. Awards are not provided for out-of-state tuition costs or for summer school.
- E. Once a student has received CNTP funds, he/she may not receive funds from the other undergraduate teacher programs, William Winter Teacher Loan/Scholarship (WWTS), William Winter Alternate Route Teacher Loan/Scholarship (WWAR), and Mississippi Teacher Loan Repayment (MTLR). A recipient of CNTP, who has not exhausted his/her eligibility in the program and who meets all eligibility requirements for the Teacher Education Scholars Loan/Scholarship (TES) program, may switch participation to TES. Such recipients will be required to repay both loan/scholarships according to the terms of both contracts, but may fulfill the service requirement for both programs concurrently.
- F. A CNTP recipient is not eligible to receive other state funds while receiving CNTP.



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**IV. RECIPIENT RESPONSIBILITIES**

- A. A CNTP recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
- B. A CNTP recipient must maintain a ~~2.53.0~~ minimum GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester). A CNTP recipient who fails to maintain the minimum GPA will be suspended from participation in the program for the following period of enrollment. An official transcript or grade verification sent directly to the Board by the attending institution evidencing a ~~2.53.0~~ GPA on a 4.0 scale for the non-eligible period of enrollment will entitle a CNTP recipient for renewal priority.
- C. A CNTP recipient must remain in school at least part-time, complete an approved program of study and obtain the appropriate educator's license. A CNTP recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate educator's license, shall immediately become liable to the Board for the sum of all outstanding CNTP awards.
- D. While receiving funds, the CNTP recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the CNTP recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the CNTP recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
- E. A CNTP recipient should address in writing to the Board or its loan servicer any special circumstances regarding enrollment status, withdrawal from school, or failure to complete the approved program of study.

**V. REPAYMENT**

- A. A CNTP loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through teaching service or by loan repayment.
- B. Cancellation through Teaching Service
  - 1. A CNTP loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through teaching service:
    - a) Obtain the appropriate educator's license, as determined by the State Board of Education.
    - b) Teach full-time, as defined by the State Board of Education. Qualifying positions include teacher and school librarian; invalid positions include, but are not limited to, the following: assistant teacher, full-time substitute, high school counselor, curriculum specialist or administrator.
    - c) Teach in grades kindergarten through twelve (K-12) in a Mississippi public school located in a geographical shortage area approved by the State Board of Education OR teach in a K-12 public school a critical shortage subject approved by the State Board of Education for 75% of the work day. *NOTE: Designation as a Title I school does not necessarily mean that the school qualifies for teaching service cancellation. It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment in an area designated by the State Board of Education as having a critical teacher shortage. Neither the Board nor the State Board of*

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*Education assumes the obligation to perform that function. Prospective teachers may contact the Mississippi Teacher Center for placement assistance at [www.mde.k12.ms.us/mtc](http://www.mde.k12.ms.us/mtc). Geographical and subject critical shortage areas are determined by the State Board of Education. A list of critical shortage areas is published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).*

2. A CNTP loan/scholarship debt shall be cancelled on the basis of one year's teaching service for one annual loan/scholarship award received. For all CNTP recipients, such service shall never be less than one (1) year regardless of the length of study provided under this loan/scholarship.
3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the CNTP loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.
4. At the end of each service deferment period, the CNTP loan/scholarship recipient must request in writing a cancellation of the equivalent of one annual award.
5. The service deferment and cancellation must be requested in writing and approved each year until the debt is fully satisfied.

C. Loan Repayment

1. Unless granted a grace period or other deferment, a CNTP loan/scholarship recipient shall become liable to the Board for the sum of all CNTP loan/scholarship awards made to that person less the corresponding amount of debt previously cancelled through teaching service, plus interest, immediately at the time of occurrence of one of the following events:
  - a) The recipient withdraws from school;
  - b) The recipient fails to complete the approved program of study;
  - c) The recipient fails to obtain the appropriate educator's license; or
  - d) The recipient fails to complete the teaching service option defined in Section V.B.
2. The rate of interest charged a CNTP loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.
4. Loan/scholarship recipients must repay the loan (principal and interest thereon) in 120 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in 120 or less equal consecutive monthly installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address

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furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.

- D. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
- E. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD AND OTHER DEFERMENTS**

A. Grace Period

- 1. Upon completion of the approved program of study, the CNTP loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate educator's license and secure appropriate teaching employment as defined in Section V.B.1.
- 2. A CNTP loan/scholarship recipient who does not complete the approved program of study will not be granted a 12-month grace period and will enter repayment immediately upon separation from the approved program of study. Such a recipient may be eligible for an in-school deferment as defined in Section VI.B.

B. In-School Deferment

- 1. A CNTP loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a baccalaureate level program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
- 2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
- 3. The in-school deferment will not be granted for enrollment in a graduate program.
- 4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

C. Temporary Disability Deferment

- 1. A CNTP loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.

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2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.

**D. Military Service Deferment**

1. In terms of military service the following definitions shall apply:
  - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the Critical Needs Teacher Loan/Scholarship program.
  - b) **OBLIGATED** or **VOLUNTARY** military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is **VOLUNTARY** if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
2. A CNTP loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
5. If a recipient continues military service for any reason beyond the **REQUIRED** time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
6. If a recipient obligates himself/herself to **VOLUNTARY** military service prior to, during, or after the CNTP award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

**VII. CANCELLATION OF DEBT**

**A. Death**

1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.

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2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
3. The Board may not attempt to collect on the loan from the deceased recipient's estate.

**B. Total and Permanent Disability**

1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.
2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.

**C. Bankruptcy**

CNTP loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

The acceptance of the CNTP loan/scholarship shall ~~be deemed equivalent~~ serve to an appointment of the Secretary of State of the State of Mississippi by each recipient ~~to be~~ as his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the CNTP Loan/Scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the

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Secretary of State, shall be of the same legal force and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**Staff Recommendation:**

The staff, after review and approval by the Office of the Attorney General, recommends approval.

**3. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE CRITICAL NEEDS ALTERNATE ROUTE TEACHER LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the Critical Needs Alternate Route Teacher Loan/Scholarship Rules and Regulations. State law requires the IHL Board and the State Board of Education to jointly promulgate Rules and Regulations for administering the Critical Needs Alternate Route Teacher Loan/Scholarship Program.

The Critical Needs Alternate Route Teacher Loan/Scholarship Program (CNAR) awards full tuition, room, board, and books to undergraduate students who plan to pursue an alternate route teaching license and who commit to teach in a Mississippi critical needs geographic or subject shortage area for one year in exchange for each year of funding.

The requested changes:

1. Increase the entrance and maintenance GPA from 2.5 to 3.0 to align with new teacher licensure requirements.
2. Clarify that continued eligibility is based upon the term GPA.
3. Update the names of the Praxis tests required for entry into teacher education programs, as the test names have recently changed.
4. Make provisions for recipients to switch from Critical Needs to the Teacher Education Scholars program.

The proposed changes must also be approved by the State Board of Education.

*See below for Critical Needs Alternate Route Teacher Loan/Scholarship Rules and Regulations.*

**Board of Trustees of State Institutions of Higher Learning**

**Critical Needs Alternate Route Teacher Loan/Scholarship Program  
RULES AND REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board") and the State Board of Education. The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible

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applicants; however, priority consideration shall be given to persons previously receiving awards under the Critical Needs Alternate Route Teacher Loan/Scholarship program (CNAR).

**I. GENERAL ELIGIBILITY**

- A. The applicant must be fully admitted as a regular student and enrolled full-time (minimum 12 semester hours or 9 trimester hours) or part-time (minimum of 6 semester/trimester hours) at the undergraduate level as a Junior or Senior seeking a first bachelor's degree in a program of study leading to an Alternate Route License at one (1) accredited four year institution of higher learning in the State of Mississippi approved by the State Board of Education. Classification will be determined by the attending institution.
- B. The recipient must have ~~and maintain~~ a cumulative ~~2.53.0~~ college grade point average (GPA) on a 4.0 scale to establish eligibility, earn a 3.0 GPA each period of enrollment (i.e. semester or trimester) for continued eligibility, and must maintain satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.
- C. The applicant must have earned passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) Basic Skills Test (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics).
- D. The applicant must have expressed in writing a present intention to teach in the State of Mississippi in a public school district in a geographical area of the State or subject area of the public school curriculum in which there exists a critical shortage of teachers, as designated by the State Board of Education, and must diligently pursue the course of study and requirements for the teaching license.
- E. The applicant must not presently or previously have defaulted on an educational loan.
- F. CNAR recipients are not eligible for any other state aid but may apply for federal and institutional aid.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

- A. First time applicants must:
  - 1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  - 2. Earn passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics) ~~Pass the reading, writing, and math parts of Praxis I~~ and submit all three test scores to the Board. Scores must be received by the document deadline date of June 30. Passing scores are indicated on the score report provided to the student by the testing service. Passing scores are also published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).
  - 3. Participate in Entrance Counseling, signify understanding of the CNAR Rules and Regulations, enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws, and complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*

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4. Have a cumulative college GPA of ~~2.53~~2.53 on a 4.0 scale, be enrolled at least part-time in a program of study leading to an Alternate Route license, and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.

B. Renewal applicants must:

1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
2. Maintain a ~~cumulative 2.53~~ cumulative 2.53 college GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester), maintain the enrollment status as awarded (full-time or part-time) for each period of enrollment, and remain in a program of study leading to an Alternate Route license, making satisfactory academic progress in accordance with the attending institution's policy. Evidence of continuing academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
3. Participate in Entrance Counseling and complete, sign and return the Self Certification of a Private Loan form.

**III. AMOUNT AND LENGTH OF LOAN/SCHOLARSHIP**

- A. The amount of the annual award for full-time students at a public college or university shall equal the total cost for tuition, room and meals, books, materials and fees at the college or university in which the student is enrolled, not to exceed an amount equal to the highest total cost of tuition, room and meals, books, materials and fees assessed by a public institution of higher learning during that school year. The amount of the annual award for full-time students at a private college or university shall equal the amount of the annual award of the nearest comparable public institution of higher learning, as determined by the Board. The annual award will be pro-rated for part-time students. *Note: The amount of the loan/scholarship remains the same regardless of whether the recipient lives on or off campus.*
- B. Students enrolling on a full-time basis may receive a lifetime maximum of two (2) annual awards, four (4) semesters, or six (6) trimesters. Students enrolling on a part-time basis may receive pro-rated awards over three (3) academic years, six (6) semesters, or nine (9) trimesters, but in no case may the lifetime maximum award for a part-time student exceed the lifetime maximum award of a full-time student.
- C. Funds are provided for undergraduate course work for a first bachelor's degree only, not for course work required after degree completion.
- D. Awards shall be disbursed directly to the school of attendance, to be applied first toward tuition.
- E. Awards are not provided for out-of-state tuition costs or for summer school.
- F. Once a student has received CNAR funds, he/she may not receive funds from the other undergraduate teacher programs, William Winter Teacher Loan/Scholarship (WWTS), William Winter Alternate Route Teacher Loan/Scholarship (WWAR), and Mississippi Teacher Loan Repayment (MTLR). A recipient of CNAR, who has not exhausted his/her eligibility in the program and who meets all eligibility requirements for the Teacher Education Scholars Loan/Scholarship (TES) program, may



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switch participation to TES. Such recipients will be required to repay both loan/scholarships according to the terms of both contracts, but may fulfill the service requirement for both programs concurrently.

G. A CNAR recipient is not eligible to receive other state funds while receiving CNAR.

**IV. RECIPIENT RESPONSIBILITIES**

- A. A CNAR recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
- B. A CNAR recipient must maintain a ~~2.53.0~~ minimum GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester). A CNAR recipient who fails to maintain the minimum GPA will be suspended from participation in the program for the following period of enrollment. An official transcript or grade verification sent directly to the Board by the attending institution evidencing a ~~2.53.0~~ GPA on a 4.0 scale for the non-eligible period of enrollment will entitle a CNAR recipient for renewal priority.
- C. A CNAR recipient must remain in school at least part-time, complete an approved program of study and obtain the appropriate educator's license. A CNAR recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate educator's license, shall immediately become liable to the Board for the sum of all outstanding CNAR awards.
- D. While receiving funds, the CNAR recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the CNAR recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the CNAR recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
- E. A CNAR recipient should address in writing to the Board or its loan servicer any special circumstances regarding enrollment status, withdrawal from school, or failure to complete the approved program of study.

**V. REPAYMENT**

- A. A CNAR loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through teaching service or by loan repayment.
- B. Cancellation through Teaching Service
  - 1. A CNAR loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through teaching service:
    - a) Obtain the appropriate educator's license, as determined by the State Board of Education.
    - b) Teach full-time, as defined by the State Board of Education. Qualifying positions include teacher and school librarian; invalid positions include, but are not limited to, the following: assistant teacher, full-time substitute, high school counselor, curriculum specialist or administrator.
    - c) Teach in grades kindergarten through twelve (K-12) in a Mississippi public school located in a geographical shortage area approved by the State Board of Education OR teach in a K-12 public school a critical shortage subject approved by the State

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*Board of Education for 75% of the work day. NOTE: Designation as a Title I school does not necessarily mean that the school qualifies for teaching service cancellation. It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment in an area designated by the State Board of Education as having a critical teacher shortage. Neither the Board nor the State Board of Education assumes the obligation to perform that function. Prospective teachers may contact the Mississippi Teacher Center for placement assistance at [www.mde.k12.ms.us/mtc](http://www.mde.k12.ms.us/mtc). Geographical and subject critical shortage areas are determined by the State Board of Education. A list of critical shortage areas is published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).*

2. A CNAR loan/scholarship debt shall be cancelled on the basis of one year's teaching service for one annual loan/scholarship award received. For all CNAR recipients, such service shall never be less than one (1) year regardless of the length of study provided under this loan/scholarship.
3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the CNAR loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.
4. At the end of each service deferment period, the CNAR loan/scholarship recipient must request in writing a cancellation of the equivalent of one annual award.
5. The service deferment and cancellation must be requested in writing and approved each year until the debt is fully satisfied.

**C. Loan Repayment**

1. Unless granted a grace period or other deferment, a CNAR loan/scholarship recipient shall become liable to the Board for the sum of all CNAR loan/scholarship awards made to that person less the corresponding amount of debt previously cancelled through teaching service, plus interest, immediately at the time of occurrence of one of the following events:
  - a) The recipient withdraws from school;
  - b) The recipient fails to complete the approved program of study;
  - c) The recipient fails to obtain the appropriate educator's license; or
  - d) The recipient fails to complete the teaching service option defined in Section V.B.
2. The rate of interest charged a CNAR loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.

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4. Loan/scholarship recipients must repay the loan (principal and interest thereon) in 120 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in 120 or less equal consecutive monthly installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.
- D. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
- E. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD AND OTHER DEFERMENTS**

A. Grace Period

1. Upon completion of the approved program of study, the CNAR loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate educator's license and secure appropriate teaching employment as defined in Section V.B.1.
2. A CNAR loan/scholarship recipient who does not complete the approved program of study will not be granted a 12-month grace period and will enter repayment immediately upon separation from the approved program of study. Such a recipient may be eligible for an in-school deferment as defined in Section VI.B.

B. In-School Deferment

1. A CNAR loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a baccalaureate level program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
3. The in-school deferment will not be granted for enrollment in a graduate program.
4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

C. Temporary Disability Deferment

1. A CNAR loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of

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interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.

2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.

**D. Military Service Deferment**

1. In terms of military service the following definitions shall apply:
  - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the Critical Needs Alternate Route Teacher Loan/Scholarship program.
  - b) **OBLIGATED** or **VOLUNTARY** military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is **VOLUNTARY** if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
2. A CNAR loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
5. If a recipient continues military service for any reason beyond the **REQUIRED** time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
6. If a recipient obligates himself/herself to **VOLUNTARY** military service prior to, during, or after the CNAR award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

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**VII. CANCELLATION OF DEBT**

A. Death

1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.
2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
3. The Board may not attempt to collect on the loan from the deceased recipient's estate.

B. Total and Permanent Disability

1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.
2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.

C. Bankruptcy

CNAR loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

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The acceptance of the CNAR loan/scholarship shall ~~be deemed equivalent~~ serve to an appointment of the Secretary of State of the State of Mississippi by each recipient to ~~be~~ his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the CNAR Loan/Scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the Secretary of State, shall be of the same legal force and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**Staff Recommendation:**

The staff, after review and approval by the Office of the Attorney General, recommends approval.

**4. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE WILLIAM WINTER TEACHER LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the William Winter Teacher Loan/Scholarship Rules and Regulations. State law requires the IHL Board and the State Board of Education to jointly promulgate Rules and Regulations for administering the William Winter Teacher Loan/Scholarship Program.

The William Winter Teacher Loan/Scholarship Program (WWTS) awards \$4,000/year to undergraduate teacher education students who commit to teach in a Mississippi public or charter school for one year in exchange for each year of funding.

The requested changes:

1. Increase the entrance and maintenance GPA from 2.5 to 3.0 to align with new teacher licensure requirements.
2. Clarify that continued eligibility is based upon the term GPA.
3. Update the names of the Praxis tests required for entry into teacher education programs, as the test names have recently changed.
4. Make provisions for recipients to switch from William Winter to the Teacher Education Scholars program.

The proposed changes must also be approved by the State Board of Education.

*See below for William Winter Teacher Education Loan/Scholarship Rules and Regulations.*

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**Board of Trustees of State Institutions of Higher Learning**

**William Winter Teacher Loan/Scholarship Program (WWTS)**  
**RULES AND REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board"). The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible applicants; however, priority consideration shall be given to persons previously receiving awards under the William Winter Teacher Loan/Scholarship program (WWTS).

**I. GENERAL ELIGIBILITY**

- A. The applicant must be a current legal resident of Mississippi. Resident status for purposes of receiving WWTS shall be determined in the same manner as resident status for tuition purposes as set forth in Sections 37-103-1 through 37-103-29 of Ms. Code Ann., with the exception of Section 37-103-17.
- B. The applicant must be fully admitted as a regular student and enrolled full-time (minimum 12 semester hours or 9 trimester hours) at the undergraduate level as a Junior or Senior seeking a bachelor's degree in a program of study leading to a Class "A" standard teacher educator license at one (1) Board-approved accredited four year institution of higher learning in the State of Mississippi. Classification will be determined by the attending institution.
- C. The recipient must have ~~and maintain~~ a cumulative ~~2.53.0~~ college grade point average (GPA) on a 4.0 scale to establish eligibility, earn a 3.0 GPA each period of enrollment (i.e. semester or trimester) for continued eligibility, and ~~must~~ maintain satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.
- D. The applicant must have earned passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) Basic Skills Test (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics), or must supply proof of exemption for Praxis I testing by providing an ACT composite score of 21 or higher from a national test with sub-scores of 18 or higher from that same test. A combined score of 990 on the Critical Reading and Math sections of the SAT will be accepted in lieu of the ACT. ACT or SAT scores must come from a test taken prior to enrollment into higher education.
- E. The applicant must have expressed in writing a present intention to teach in the State of Mississippi in a K-12 public school district, and must diligently pursue the course of study and requirements for the teaching license.
- F. The applicant must not presently or previously have defaulted on an educational loan.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

- A. First time applicants must:
  - 1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  - 2. If residency has not been established, submit two forms of documentation of current legal residency by the document deadline of April 30. Acceptable forms of residency

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documentation are listed in the General Administration Rules and Regulations and published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).

3. Earn passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics) ~~Pass the reading, writing, and math parts of Praxis I~~ and submit all three test scores to the Board as soon as possible. Scores must be received by June 30. Passing scores are indicated on the score report provided to the student by the testing service. Passing scores are also published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Applicants may supply proof of exemption for Praxis I ~~testing~~ by providing an ACT composite score of 21 or higher from a national test with sub-scores of 18 or higher from that same test. A combined score of 990 on the Critical Reading and Math sections of the SAT will be accepted in lieu of the ACT. ACT or SAT scores must come from a test taken prior to enrollment into higher education. If submitted in lieu of Praxis I scores, ACT or SAT scores must be received by the document deadline of April 30.
4. Signify understanding of the WWTS Rules and Regulations, enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws, complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*
5. Have a cumulative college GPA of ~~2.53.0~~ 2.53.0 on a 4.0 scale, be enrolled full-time in a program of study leading to a Class “A” standard teacher educator license, and be making satisfactory academic progress in accordance with the attending institution’s policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.

B. Renewal applicants must:

1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
2. Maintain a ~~cumulative 2.53.0~~ cumulative 2.53.0 college GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester), maintain full-time enrollment status for each period of enrollment, and remain in a program of study leading to a Class “A” standard teacher educator license, making satisfactory academic progress in accordance with the attending institution’s policy. Evidence of continuing academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
3. Complete, sign and return the Self Certification of a Private Loan form.

**III. AMOUNT AND LENGTH OF LOAN/SCHOLARSHIP**

- A. The maximum annual award amount shall be \$4,000.
- B. Students may receive a lifetime maximum of two (2) annual awards, four (4) semesters, or six (6) trimesters.
- C. Awards shall be disbursed directly to the school of attendance, to be applied first toward tuition.



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- D. Awards are not provided for summer school.
- E. Once a student has received WWTS funds, he/she may not receive funds from the other undergraduate teacher programs, Critical Needs Teacher Loan/Scholarship (CNTP), Critical Needs Alternative Route Teacher Loan/Scholarship (CNAR), and Mississippi Teacher Loan Repayment (MTLR). A recipient of WWTS, who has not exhausted his/her eligibility in the program and who meets all eligibility requirements for the Teacher Education Scholars Loan/Scholarship (TES) program, may switch participation to TES. Such recipients will be required to repay both loan/scholarships according to the terms of both contracts, but may fulfill the service requirement for both programs concurrently.

**IV. RECIPIENT RESPONSIBILITIES**

- A. A WWTS recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
- B. A WWTS recipient must maintain a ~~2.5~~3.0 minimum GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester). A WWTS recipient who fails to maintain the minimum GPA will be suspended from participation in the program for the following period of enrollment. An official transcript or grade verification sent directly to the Board by the attending institution evidencing a ~~2.5~~3.0 GPA on a 4.0 scale for the non-eligible period of enrollment will entitle a WWTS recipient for renewal priority.
- C. A WWTS recipient must remain in school full-time, complete an approved program of study and obtain the appropriate educator's license. A WWTS recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate educator's license, shall immediately become liable to the Board for the sum of all outstanding WWTS awards.
- D. While receiving funds, the WWTS recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the WWTS recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the WWTS recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
- E. A WWTS recipient should address in writing to the Board or its loan servicer any special circumstances regarding enrollment status, withdrawal from school, or failure to complete the approved program of study.

**V. REPAYMENT**

- A. A WWTS loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through teaching service or by loan repayment.
- B. Cancellation through Teaching Service
  - 1. A WWTS loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through teaching service:
    - a) Obtain the appropriate educator's license, as determined by the State Board of Education.

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- b) Teach full-time, as defined by the State Board of Education. Qualifying positions include teacher and school librarian; invalid positions include, but are not limited to, the following: assistant teacher, full-time substitute, high school counselor, curriculum specialist or administrator.
  - c) Teach in grades kindergarten through twelve (K-12) in a Mississippi public school.  
*NOTE: It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment. Prospective teachers may contact the Mississippi Teacher Center for placement assistance at [www.mde.k12.ms.us/mtc](http://www.mde.k12.ms.us/mtc).*
2. A WWTS loan/scholarship debt shall be cancelled on the basis of one year's teaching service for one year of loan/scholarship received. For all WWTS recipients, such service shall never be less than one (1) year regardless of the length of study provided under this loan/scholarship.
  3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the WWTS loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.
  4. At the end of each service deferment period, the WWTS loan/scholarship recipient must request in writing a cancellation of the equivalent of one annual award.
  5. The service deferment and cancellation must be requested in writing and approved each year until the debt is fully satisfied.

**C. Loan Repayment**

1. Unless granted a grace period or other deferment, a WWTS loan/scholarship recipient shall become liable to the Board for the sum of all WWTS loan/scholarship awards made to that person less the corresponding amount of debt previously cancelled through teaching service, plus interest, immediately at the time of occurrence of one of the following events:
  - a) The recipient withdraws from school;
  - b) The recipient fails to complete the approved program of study;
  - c) The recipient fails to obtain the appropriate educator's license; or
  - d) The recipient fails to complete the teaching service option defined in Section V.B.
2. The rate of interest charged a WWTS loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.

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4. Loan/scholarship recipients must repay the loan (principal and interest thereon) in 36 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in 36 or less equal consecutive monthly installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.
- D. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
- E. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD AND OTHER DEFERMENTS**

A. Grace Period

1. Upon completion of the approved program of study, the WWTS loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate educator's license and secure appropriate teaching employment as defined in Section V.B.1.
2. A WWTS loan/scholarship recipient who does not complete the approved program of study will not be granted a 12-month grace period and will enter repayment immediately upon separation from the approved program of study. Such a recipient may be eligible for an in-school deferment as defined in Section VI.B.

B. In-School Deferment

1. A WWTS loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a baccalaureate level program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
3. The in-school deferment will not be granted for enrollment in a graduate program.
4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

C. Temporary Disability Deferment

1. A WWTS loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of

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interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.

2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.

**D. Military Service Deferment**

1. In terms of military service the following definitions shall apply:
  - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the William Winter Teacher Loan/Scholarship program.
  - b) **OBLIGATED** or **VOLUNTARY** military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is **VOLUNTARY** if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
2. A WWTS loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
5. If a recipient continues military service for any reason beyond the **REQUIRED** time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
6. If a recipient obligates himself/herself to **VOLUNTARY** military service prior to, during, or after the WWTS award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

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**VII. CANCELLATION OF DEBT**

A. Death

1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.
2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
3. The Board may not attempt to collect on the loan from the deceased recipient's estate.

B. Total and Permanent Disability

1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.
2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.

C. Bankruptcy

WWTS loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

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The acceptance of the WWTS loan/scholarship shall ~~be deemed equivalent~~ serve to an appointment of the Secretary of State of the State of Mississippi by each recipient to ~~be~~ be his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the WWTS Loan/Scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the Secretary of State, shall be of the same legal force and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**Staff Recommendation:**

The staff, after review and approval by the Office of the Attorney General, recommends approval.

**5. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE WILLIAM WINTER ALTERNATE ROUTE TEACHER LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the William Winter Alternate Route Teacher Loan/Scholarship Rules and Regulations. State law requires the IHL Board and the State Board of Education to jointly promulgate Rules and Regulations for administering the William Winter Alternate Route Teacher Loan/Scholarship Program.

The William Winter Alternate Route Teacher Loan/Scholarship Program (WWAR) awards \$4,000/year to undergraduate students who plan to pursue an alternate route teaching license and who commit to teach in a Mississippi public or charter school for one year in exchange for each year of funding.

The requested changes:

1. Increase the entrance and maintenance GPA from 2.5 to 3.0 to align with new teacher licensure requirements.
2. Clarify that continued eligibility is based upon the term GPA.
3. Update the names of the Praxis tests required for entry into teacher education programs, as the test names have recently changed.
4. Make provisions for recipients to switch from William Winter Alternate Route to the Teacher Education Scholars program.

The proposed changes must also be approved by the State Board of Education.

*See below for William Winter Alternate Route Teacher Loan/Scholarship Rules and Regulations.*

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**Board of Trustees of State Institutions of Higher Learning**

**William Winter Alternate Route Teacher Loan/Scholarship Program (WWAR)**  
**RULES AND REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board"). The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible applicants; however, priority consideration shall be given to persons previously receiving awards under the William Winter Alternate Route Teacher Loan/Scholarship program (WWAR).

**I. GENERAL ELIGIBILITY**

- A. The applicant must be a current legal resident of Mississippi. Resident status for purposes of receiving WWAR shall be determined in the same manner as resident status for tuition purposes as set forth in Sections 37-103-1 through 37-103-29 of Ms. Code Ann., with the exception of Section 37-103-17.
- B. The applicant must be fully admitted as a regular student and enrolled full-time (minimum 12 semester hours or 9 trimester hours) at the undergraduate level as a Junior or Senior seeking a first bachelor's degree in a program of study leading to an Alternate Route teacher educator license at one (1) Board-approved accredited four year institution of higher learning in the State of Mississippi. Classification will be determined by the attending institution.
- C. The recipient must have ~~and maintain~~ a cumulative ~~2.53.0~~ college grade point average (GPA) on a 4.0 scale to establish eligibility, earn a 3.0 GPA each period of enrollment (i.e. semester or trimester) for continued eligibility, and must maintain satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.
- D. The applicant must have expressed in writing a present intention to teach in the State of Mississippi in a K-12 public school district, and must diligently pursue the course of study and requirements for the teaching license.
- E. The applicant must have earned passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) Basic Skills Test (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics).
- F. The applicant must not presently or previously have defaulted on an educational loan.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

- A. First time applicants must:
  - 1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  - 2. If residency has not been established, submit two forms of documentation of current legal residency by the document deadline of April 30. Acceptable forms of residency documentation are listed in the General Administration Rules and Regulations and published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).

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3. Earn passing scores on all three of the Praxis I® Pre-Professional Skills Tests (PPST) (reading, writing, and mathematics) or all three Praxis Core Academic Skills for Educators (Core) Tests (reading, writing, and mathematics) ~~Pass the reading, writing, and math parts of Praxis I~~ and submit all three test scores to the Board as soon as possible. Scores must be received by June 30. Passing scores are indicated on the score report provided to the student by the testing service. Passing scores are also published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).
4. Signify understanding of the WWAR Rules and Regulations, enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws, and complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*
5. Have a cumulative college GPA of ~~2.53~~2.53 on a 4.0 scale, be enrolled full-time in a program of study leading to an Alternate Route teacher educator license, and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.

B. Renewal applicants must:

1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
2. Maintain a ~~cumulative 2.53~~2.53 college GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester), maintain full-time enrollment status for each period of enrollment, and remain in a program of study leading to an Alternate Route teacher educator license, making satisfactory academic progress in accordance with the attending institution's policy. Evidence of continuing academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
3. Complete, sign and return the Self Certification of a Private Loan form.

**III. AMOUNT AND LENGTH OF LOAN/SCHOLARSHIP**

- A. The maximum annual award amount shall be \$4,000.
- B. Students may receive a lifetime maximum of two (2) annual awards, four (4) semesters, or six (6) trimesters.
- C. Awards shall be disbursed directly to the school of attendance, to be applied first toward tuition.
- D. Awards are not provided for summer school.
- E. Once a student has received WWAR funds, he/she may not receive funds from the other undergraduate teacher programs, Critical Needs Teacher Loan/Scholarship (CNTP), Critical Needs Alternate Route Teacher Loan/Scholarship (CNAR), or Mississippi Teacher Loan Repayment (MTLR). A recipient of WWAR, who has not exhausted his/her eligibility in the program and who meets all eligibility requirements for the Teacher Education Scholars Loan/Scholarship (TES) program, may switch



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participation to TES. Such recipients will be required to repay both loan/scholarships according to the terms of both contracts, but may fulfill the service requirement for both programs concurrently.

**IV. RECIPIENT RESPONSIBILITIES**

- A. A WWAR recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
- B. A WWAR recipient must maintain a ~~2.53~~.0 minimum GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester). A WWAR recipient who fails to maintain the minimum GPA will be suspended from participation in the program for the following period of enrollment. An official transcript or grade verification sent directly to the Board by the attending institution evidencing a ~~2.53~~.0 GPA on a 4.0 scale for the non-eligible period of enrollment will entitle a WWAR recipient for renewal priority.
- C. A WWAR recipient must remain in school full-time, complete an approved program of study and obtain the appropriate educator's license. A WWAR recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate educator's license, shall immediately become liable to the Board for the sum of all outstanding WWAR awards.
- D. While receiving funds, the WWAR recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the WWAR recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the WWAR recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
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**V. REPAYMENT**

- A. A WWAR loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through teaching service or by loan repayment.
- B. Cancellation through Teaching Service
  - 1. A WWAR loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through teaching service:
    - a) Obtain the appropriate educator's license, as determined by the State Board of Education.
    - b) Teach full-time, as defined by the State Board of Education. Qualifying positions include teacher and school librarian; invalid positions include, but are not limited to, the following: assistant teacher, full-time substitute, high school counselor, curriculum specialist or administrator.
    - c) Teach in grades kindergarten through twelve (K-12) in a Mississippi public school.  
*NOTE: It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment. Prospective teachers may contact the Mississippi Teacher Center for placement assistance at [www.mde.k12.ms.us/mtc](http://www.mde.k12.ms.us/mtc).*

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2. A WWAR loan/scholarship debt shall be cancelled on the basis of one year's teaching service for one year of loan/scholarship received. For all WWAR recipients, such service shall never be less than one (1) year regardless of the length of study provided under this loan/scholarship.
3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the WWAR loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.
4. At the end of each service deferment period, the WWAR loan/scholarship recipient must request in writing a cancellation of the equivalent of one annual award.
5. The service deferment and cancellation must be requested in writing and approved each year until the debt is fully satisfied.

C. Loan Repayment

1. Unless granted a grace period or other deferment, a WWAR loan/scholarship recipient shall become liable to the Board for the sum of all WWAR loan/scholarship awards made to that person less the corresponding amount of debt previously cancelled through teaching service, plus interest, immediately at the time of occurrence of one of the following events:
  - a) The recipient withdraws from school;
  - b) The recipient fails to complete the approved program of study;
  - c) The recipient fails to obtain the appropriate educator's license; or
  - d) The recipient fails to complete the teaching service option defined in Section V.B.
2. The rate of interest charged a WWAR loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.
4. Loan/scholarship recipients must repay the loan (principal and interest thereon) in 36 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in 36 or less equal consecutive monthly installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.

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- D. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
- E. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD AND OTHER DEFERMENTS**

A. Grace Period

- 1. Upon completion of the approved program of study, the WWAR loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate educator's license and secure appropriate teaching employment as defined in Section V.B.1.
- 2. A WWAR loan/scholarship recipient who does not complete the approved program of study will not be granted a 12-month grace period and will enter repayment immediately upon separation from the approved program of study. Such a recipient may be eligible for an in-school deferment as defined in Section VI.B.

B. In-School Deferment

- 1. A WWAR loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a baccalaureate level program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
- 2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
- 3. The in-school deferment will not be granted for enrollment in a graduate program.
- 4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

C. Temporary Disability Deferment

- 1. A WWAR loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.
- 2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
- 3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.

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D. Military Service Deferment

1. In terms of military service the following definitions shall apply:
  - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the William Winter Alternate Route Loan/Scholarship program.
  - b) **OBLIGATED** or **VOLUNTARY** military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is **VOLUNTARY** if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
2. A WWAR loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
5. If a recipient continues military service for any reason beyond the **REQUIRED** time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
6. If a recipient obligates himself/herself to **VOLUNTARY** military service prior to, during, or after the WWAR award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

**VII. CANCELLATION OF DEBT**

A. Death

1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.
2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
3. The Board may not attempt to collect on the loan from the deceased recipient's estate.

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B. Total and Permanent Disability

1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.
2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.

C. Bankruptcy

WWAR loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

The acceptance of the WWAR loan/scholarship shall ~~be deemed equivalent to an appointment of the Secretary of State of the State of Mississippi by each recipient to be~~ serve to ~~be as~~ his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the WWAR loan/scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the Secretary of State, shall be of the same legal force and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**Staff Recommendation:**

The staff, after review and approval by the Office of the Attorney General, recommends approval.

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**6. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE HIGHER EDUCATION LEGISLATIVE PLAN FOR NEEDY STUDENTS RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the Higher Education Legislation Plan for Needy Students Rules and Regulations. State law requires the IHL Board and the Mississippi Community College Board to jointly promulgate Rules and Regulations for administering the program. The program Rules have not been updated since 1998. Therefore the Rules differ vastly in formatting and language from Rules for other programs administered by the Office of Student Financial Aid and are not aligned with current processes and procedures.

The Higher Education Legislative Plan for Needy Students (HELP) awards full tuition and fees awards to undergraduate students who have demonstrated both financial need and readiness to succeed in college.

The requested changes:

1. Update the formatting of the Rules to align with the formatting (section headings, outline form, etc.) for other programs administered by the Office of Student Financial Aid.
2. Align the language of the Rules (related to GPA, residency, ACT scores, etc.) with the language used in the Rules for other programs administered by the Office of Student Financial Aid.
3. Update the language related to policies and procedures for program administration to align with current policies and procedures employed by the Office of Student Financial Aid.
4. Incorporate into the Rules information previously only existing in the authorizing code, such as the definition of the HELP Core Curriculum and the process for determining a student's financial need.
5. Update the HELP Core Curriculum definition in accordance with changes enacted by HB 425, which passed during the 2013 Legislative Session.

The proposed changes must also be approved by the Mississippi Community College Board.

*See below for Higher Education Legislative Plan for Needy Students Rules and Regulations.*

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**Board of Trustees of State Institutions of Higher Learning**

**The Higher Education Legislative Plan (HELP) Scholarship for Needy Students  
RULES AND REGULATIONS  
Effective July 1, 1998**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning. The number of awards depends upon the availability of funds and will be awarded on a first-come, first-served basis; however, priority consideration will be given to persons previously receiving awards under the Higher Education Legislative Plan (HELP) Scholarship for Needy Students.

**SECTION I. PROGRAM DESCRIPTION, HISTORY AND PURPOSE**

~~The Mississippi HIGHER EDUCATION LEGISLATIVE PLAN for Needy Students, hereafter known as the HELP Scholarship, was first awarded in the fall of 1997. Only Mississippi public universities and Mississippi public community/junior colleges were authorized to participate in the HELP Scholarship program. Effective with the 1998 Legislative Session, and the adoption of House Bill 1273, the Mississippi HELP College Tuition Program now includes non public two and four year institutions. The HELP Scholarship provides tuition and required fees to all qualified, college bound state residents who apply for the payment thereof and enroll full time at any Mississippi public or non public institution of higher learning or Mississippi public or non public community/junior college to pursue a first baccalaureate or first associate undergraduate degree. The applicant must also meet specific academic requirements, residency requirements, financial need criteria, as well as other requirements set forth in these rules and regulations, during the regular academic year. Students in certificated programs are not eligible for the HELP Scholarship.~~

~~There is no repayment of this scholarship if eligibility is lost. Institutions, after submitting an Enrollment Verification Report to the Office of State Student Financial Aid, are reimbursed each semester/trimester for the tuition awarded for HELP recipients.~~

~~The Office of State Student Financial Aid will abide by the determination of the attending institution or community/junior college regarding grade point average, enrollment status, dependency status and special circumstances.~~

**SECTION II. LEGISLATIVE AUTHORITY**

~~A. — Senate Bill No. 1273~~

**SECTION III. INITIAL APPLICANT ELIGIBILITY REQUIREMENTS**

~~This section addresses eligibility requirements for those students who are first time in college applicants. When making initial application for the HELP Scholarship, these students must meet non academic and academic requirements as follows:~~

**I. GENERAL ELIGIBILITY**

- ~~A. Non academic requirements: The applicant must be ~~Be~~ a United States citizen or eligible non-citizen and registered with the Selective Service, if required.~~
- ~~B. The applicant must be a current legal resident of Mississippi and have ~~Have~~ actually resided in Mississippi during the twenty-four (24) months preceding enrollment at any Mississippi public institution of higher learning or Mississippi public community/junior college. Resident status for purposes of receiving HELP under this act shall be determined in the same manner as resident status~~

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for tuition purposes as set forth in Sections 37-103-1 through 37-103-29, of Ms. Code Ann., with the exception of Section 37-103-17.

- C. The applicant must have ~~Have~~ a custodial parent or guardian who is a resident of Mississippi.
- D. The applicant must have ~~Have~~ no criminal record, except for misdemeanor traffic violations.
- E. The applicant must be ~~Be~~ enrolled or accepted for enrollment as a full-time undergraduate student at an eligible Mississippi public or non-public institution of higher learning pursuing a first baccalaureate degree or a full-time undergraduate student at an eligible Mississippi public or non-public community/junior college pursuing a first associate degree.
- F. The applicant must complete an online application on or before March 31 during the spring prior to the aid year for which the student is seeking assistance and submit all required supporting documents by April 30 of the same year.
- G. The applicant must meet the following academic requirements:
1. The applicant must have graduated ~~Graduated~~ from high school within the two (2) years preceding the application, as verified by the institution before disbursement of awards, with a minimum cumulative grade point average (GPA) of 2.5 calculated on a 4.0 scale, as certified by the high school counselor or other school official.
  2. The first-time-in-college applicant must have successfully ~~Successfully~~ completed seventeen and one-half (17 ½) units of high school coursework ~~(grade nine level or higher) which constitutes a core curriculum and met standards for admission to the desired Mississippi public or non public community/junior college~~ that includes the College Preparatory Curriculum approved by the Board of Trustees of State Institutions of Higher Learning and required for admission into a state university, plus one (1) unit of art (may include one (1) unit or two (2) one-half (1/2) units) from the approved Mississippi Department of Education Arts Visual and Performing series, and one (1) additional advanced elective unit, which may include Foreign Language II.
  3. The applicant must have ~~Have~~ a composite score on the American College Test (ACT~~{1989 version}~~) of at least twenty (20) from a national test or equivalent concordant value on an enhanced version of such test. A combined score of 950 on the SAT Critical Reading and Math sections or a combined score of 1410 on the SAT Critical Reading and Math plus Writing sections will be accepted in lieu of the ACT.
- H. The applicant must demonstrate ~~Be in~~ financial need. To demonstrate financial need, the applicant's family must have a two-year average annual adjusted gross income of Thirty-six Thousand Five Hundred Dollars (\$36,500.00) or less for a family with only one dependent child under the age of twenty-one (21) or a two-year average annual adjusted gross income of Thirty-six Thousand Five Hundred Dollars (\$36,500.00) or less plus Five Thousand Dollars (\$5,000.00) for each additional dependent child under the age of twenty-one (21).
- I. The applicant must file ~~File~~ the Free Application for Federal Student Aid (FAFSA) and be found to be Pell-eligible.
- J. The applicant must not currently be in default on a Federal or State educational loan or owe a repayment on a Federal or State grant.



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- K. The applicant must meet any other general requirements for admission and student financial aid at the student's eligible institution of choice.
- L. The applicant must be ~~Be~~ in compliance with the terms of federal and other state aid programs.

**II. APPLICATION REQUIREMENTS**

A. ~~Academic requirements~~ First-time applicants must:

- 1. Complete an initial application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) on or before March 31 during the spring prior to the aid year for which the student is seeking assistance and within two (2) years of the student's high school graduation.
- 2. If the applicant is a first-time-in-college student, submit by the document deadline of April 30:
  - a) Two forms of documentation of current legal Mississippi residency during the twenty-four (24) months preceding enrollment at an eligible Mississippi public or non-public institution of higher learning. Acceptable forms of residency documentation are listed in the General Administration Rules and Regulations and published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).
  - b) Proof of graduation ~~Graduated~~ from high school within the two years preceding the application, as verified by the institution before disbursement of awards, with a minimum cumulative grade point average (GPA) of 2.5 on a 4.0 scale based on the high school's grading system and certified by the high school counselor or other authorized school official.
  - c) Proof of a composite score on the American College Test (ACT~~1989 version~~) of at least twenty (20) from a national test. A combined score of 950 on the SAT Critical Reading and Math sections or a combined score of 1410 on the SAT Critical Reading and Math plus Writing sections will be accepted in lieu of the ACT;
  - d) Proof of completion of the following HELP Core Curriculum: Seventeen and one-half (17-1/2) units of high school coursework that includes the College Preparatory Curriculum approved by the Board of Trustees of State Institutions of Higher Learning and required for admission into a state university, plus one (1) unit of art (may include one (1) unit or two (2) one-half (1/2) units) from the approved Mississippi Department of Education Arts Visual and Performing series, and one (1) additional advanced elective unit, which may include Foreign Language II.

~~SECTION IV: APPLICANT ELIGIBILITY REQUIREMENTS — for students currently/previously enrolled in post-secondary institutions~~

- 3. ~~To receive the HELP Scholarship as~~ If the applicant has earned at least twelve (12) hours of college credit and is considered to be a currently enrolled student, an applicant must meet the following requirements submit by the document deadline of April 30:
  - a) Two forms of documentation of current legal Mississippi residency during the twenty-four (24) months preceding enrollment at any Mississippi institution of higher learning or Mississippi public community/junior college. Acceptable forms

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of residency documentation are listed in the General Administration Rules and Regulations and published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).

- b) Proof of Have a cumulative grade point average (GPA) of at least 2.5 calculated on a 4.0 scale on earned credit hours as certified by the attending institution.
  - c) Proof of Have a composite score of at least twenty (20) on the ACT from a national test taken prior to enrollment in college. A combined score of 950 on the SAT Critical Reading and Math sections or a combined score of 1410 on the SAT Critical Reading and Math plus Writing sections will be accepted in lieu of the ACT.
- 4. File the Free Application for Federal Student Aid (FAFSA) by the document deadline ~~established each year~~ of April 30.
  - 5. Submit the Household Verification Worksheet by the document deadline of April 30.
  - 6. Be enrolled or accepted for enrollment as a full-time (minimum 12 semester hours or 9 trimester hours) undergraduate student at ~~an~~ one (1) eligible Mississippi public or non-public institution of higher learning. Evidence of enrollment will be automatically provided to the Board by the attending institution.

**~~SECTION V: RENEWAL APPLICANT ELIGIBILITY REQUIREMENTS~~**

~~To maintain continued eligibility for the HELP Scholarship .once enrolled in college, a student must meet all of the following requirements:~~

**B. Renewal Applicants Must:**

- 1. Complete a renewal application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) on or before March 31 during the spring prior to the aid year for which the student is seeking assistance.
- 2. File the Free Application for Federal Student Aid (FAFSA) annually by the document deadline of April 30.
- 3. Submit the Household Verification Worksheet by the document deadline of April 30.
- 4. Make academic progress toward a degree, earning not less than the minimum number of hours of credit required for full-time standing each semester or trimester requiring such enrollment (minimum 12 semester hours or 9 trimester hours).
- 5. Maintain continuous enrollment ~~at the same Mississippi public or non public institution of higher learning or Mississippi public or non public community/junior college~~ as a full-time undergraduate student (excluding summer sessions) for not less than two (2) semesters or three (3) trimesters in each successive academic year, ~~unless granted an approval for transfer of award or in the case of withdrawal from school, granted an exception for cause by the Office of Student Financial Aid~~ at one (1) eligible institution in the State of Mississippi. Evidence of enrollment will be automatically provided to the Board by the attending institution.

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~~D. If funds are still available after all of the students who have met both the academic and non-academic requirements for a HELP Scholarship have been funded, the HELP Scholarships may also be awarded for students who meet the following requirements:~~

- ~~1. All of the non-academic HELP Scholarship requirements have been met; and~~
- ~~2. Meet two (2) of these three (3) academic requirements:
  - ~~a. 2.50 high school grade point average;~~
  - ~~b. 17.5 units of high school core courses;~~
  - ~~c. 20 ACT composite score; and~~~~
- ~~3. Meet the third and remaining requirement by not less than:
  - ~~a. 2.25 high school grade point average; or~~
  - ~~b. 16 units of high school core courses; ill:~~
  - ~~c. 18 ACT composite score.~~~~

~~E. The requirement for successful completion of core curriculum courses may be waived through the 1997-98 academic year of the program upon proper documentation by the district superintendent that failure to comply with such requirement is due solely to the fact that the required course or courses were not available to the applicant at the school attended.~~

**III. LENGTH AND AMOUNT OF AWARD**

- A. The annual award amount for the HELP Scholarship varies, since it is the actual tuition charged by individual Mississippi public institutions or Mississippi public community/junior colleges. The annual award amount for the HELP Scholarship for attendance at a Mississippi non-public four-year institution shall not exceed the average charges and fees required by all of the four-year public institutions of higher education. The annual award amount for the HELP Scholarship for attendance at a Mississippi non-public two-year institution of higher education shall not exceed the average charges and fees required by all of the two-year public institutions of higher education.
- B. A maximum cumulative award amount is not established; however, a recipient may only receive this scholarship for 10 semesters or 15 trimesters.
- C. The HELP Scholarship is not available for summer school.
- D. When the HELP Scholarship is added to a student's award package, the total award package will not exceed the institution's cost of attendance or some other limitation established by the institution which may be less than the cost of attendance. If an overaward occurs, the HELP Scholarship will be reduced.
- E. The applicant must ~~Must~~ not be receiving a tuition and required fees waiver or tuition and required fees award from another state financial aid source including, but not limited to, the Mississippi Eminent Scholars Grant, the Mississippi Law Enforcement Officers and Firemen Scholarship Program, or the Southeast Asia POW/MIA Scholarship Program or the Critical Needs Teacher Loan/Scholarship.
- F. All awards are dependent upon the availability of funds and will be awarded on a first-come, first-served basis; however, priority consideration will be given to persons previously receiving awards under the HELP Scholarship.
- G. Payment of HELP awards shall be disbursed directly to the educational institutions and applied first to tuition and required fees.

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- H. If a recipient transfers from one eligible Mississippi institution to another, the award will be transferable, provided the student applies for the Scholarship and is otherwise eligible.

**IV. ~~SECTION VI: LOSS OF HELP SCHOLARSHIP ELIGIBILITY~~**

- A. Failure to maintain academic eligibility ~~and/or full-time enrollment (other than withdrawal)~~ will result in cancellation of the recipient's eligibility for the HELP Scholarship. Exception for cause will not be considered.
- B. ~~Withdrawal from school~~ Failure to maintain continuous full-time enrollment will result in cancellation of the recipient's eligibility for the HELP Scholarship; however, the student may file an appeal for reconsideration with the Office of State Student Financial Aid and may be granted an exception for cause.
- C. A HELP Scholarship recipient, who was denied continuation because of failure to show financial need, may be reinstated, upon written request to the Office of State Student Financial Aid, if he or she has maintained all other eligibility requirements ~~as listed in Section IV.~~

**~~SECTION VII: NOTIFICATION OF STUDENT APPLICANTS~~**

- A. ~~— If applicant must provide additional information, he/she should respond in writing by the specified deadline.~~
- B. ~~— Award letters will be mailed to eligible applicants by August 1.~~
- C. ~~— All applicants for HELP funding are notified whether eligible or not.~~

**~~SECTION VIII: ADMINISTRATIVE RESPONSIBILITIES~~**

~~Universities, colleges and community/junior colleges will report certain data about applicants/recipients including, but not limited to:~~

~~A. — Data Reporting Procedures~~

- ~~1. — Confirmation that award recipients are enrolled full-time each semester or trimester on the enrollment and eligibility verification report (EVR) along with a certification statement~~
- ~~2. — Confirmation of the continuing eligibility of award recipients at the completion of each academic year (ending after each spring semester or trimester) including the following:~~
- ~~a. — Total number of hours earned during the specific academic year (excluding summer).~~
- ~~b. — Cumulative grade point average.~~
- ~~3. — Notify the Office of State Student Financial Aid if an award recipient fails to enroll or subsequently withdraws.~~
- ~~4. — Maintain records for the period specified by law to enable program auditors to verify the institution's compliance with the policies of the Office of State Student Financial Aid.~~

~~B. — Tuition Reimbursement Procedures~~

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1. ~~Universities, colleges and community/junior colleges will verify enrollment of the students certified by the Office of State Student Financial Aid as being eligible on the APPLICANT/RENEWAL TUITION REIMBURSEMENT REPORT. Schools may bill only for those students on the report who actually enrolled as of the last day of late registration as established by the school.~~

2. ~~To prevent the student's total financial assistance awards from exceeding the institution's cost of attendance or some other limitation established by the institution which may be less than the cost of attendance, the institution may reduce the amount of tuition to be paid by the HELP Scholarship and request the partial tuition payment on the APPLICANT/RENEWAL TUITION REIMBURSEMENT REPORT.~~

3. ~~Institutions and community/junior colleges should not bill for a HELP Scholarship if they have knowledge that a recipient has elected to accept another tuition and required fees grant which is also administered by the Office of State Student Financial Aid.~~

4. ~~Annually, the Office of State Student Financial Aid will review the tuition and required fees schedule of all institutions and community/junior colleges to authorize reimbursement of those fees which are in addition to the basic course enrollment charges.~~

**7. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO ALL LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to all Loan/Scholarship Rules and Regulations to update language related to the assessment and recuperation of collection agency fees and to add language for compliance with the Telephone Consumer Protection Act. State law requires the IHL Board to promulgate Rules and Regulations for administering the loan/scholarship programs. For some programs, the requested changes must also be approved by the State Board of Education.

The following change is being requested following a decision rendered by the 11<sup>th</sup> Circuit Court of Appeals in the *Bradley v. Franklin Collection Services* class action suit. The court's decision in the contract law case suggests that contract language related to collection agency fees should be specific. The following language, which appears in all state loan/scholarship Rules and Regulations and which are incorporated into the Contract and Note, should be updated as follows:

...Loan/scholarship recipients must repay the loan (principal and interest thereon... If the recipient fails to repay his/her loan (principal and interest thereon) ..., all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees, which may be based on a percentage of the amount of the debt, and court costs, in addition to the other sums due and owing."

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The following change is being requested in order to comply with the Telephone Consumer Protection Act. Per the Federal Communications Commission, creditors such as the Board can be liable for their own actions and the actions of their collection agencies related to the use of dialing technology. Obtaining express consent from students regarding cell phone contact is critical for both liability and recovery purposes. Therefore, the following statement of authorization should be added to all state loan/scholarship Rules and Regulations for incorporation into the Contract and Notes. The recommended language was modified only slightly from the language appearing in the 2012 Perkins loan master promissory note.

AUTHORIZATION: I authorize the Mississippi Office of Student Financial Aid, the Board, and their respective agents and contractors to contact me regarding my loan request or my loan(s), including repayment of my loan(s), at the current or any future number that I provide for my cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

**8. SYSTEM-OFFICE OF STUDENT FINANCIAL AID – APPROVAL OF CHANGES TO THE NURSING TEACHER STIPEND LOAN/SCHOLARSHIP RULES AND REGULATIONS**

The Mississippi Office of Student Financial Aid requests approval of changes to the Nursing Teacher Stipend Loan/Scholarship Rules and Regulations to limit students to receive the stipend for the duration of one advanced degree, either the MSN *or* the Ph.D./DNP.

State law requires the Board to promulgate Rules and Regulations for administering the state-supported Student Financial Aid programs.

The Nursing Teacher Stipend Loan/Scholarship Program (NTSP) awards \$1,000/month stipend to master's and doctoral degree seeking students who commit to teach in Mississippi nursing education programs for two years in exchange for each year of funding.

*See below for Nursing Teacher Stipend Loan/Scholarship Rules and Regulations.*

**Board of Trustees of State Institutions of Higher Learning**

**Nursing Teacher Stipend Loan/Scholarship Program (NTSP)**  
**RULES and REGULATIONS**

These Rules and Regulations are subject to change by the Board of Trustees of State Institutions of Higher Learning (hereinafter referred to as the "Board"). The number of awards and recipients are dependent upon availability of funds and selection shall be based on a first-come, first-served basis of all eligible applicants; however, priority consideration shall be given to persons previously receiving awards under the Nursing Teacher Stipend Loan/Scholarship program (NTSP).

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**I. GENERAL ELIGIBILITY**

1. The applicant must be a current legal resident of Mississippi. Resident status for purposes of receiving NTSP shall be determined in the same manner as resident status for tuition purposes as set forth in Sections 37-103-1 through 37-103-29 of Ms. Code Ann., with the exception of Section 37-103-17.
2. The applicant must be fully admitted as a regular student and enrolled full-time at the graduate level seeking a masters or doctoral degree in an accredited nursing program at one (1) Board-approved institution in the State of Mississippi. Enrollment and classification status will be determined by the attending institution.
3. The applicant must also participate in the Nursing Education Loan/Scholarship Program – MSN (NELM), RN to MSN (NERM), or Ph.D./DNP (NELP) administered by the Board. (Priority will be given to nursing faculty who have been accepted for Board-approved loan/scholarship money and are teaching in a state-accredited nursing program as an exception to accreditation standards and to nursing faculty who have been accepted for board-approved loan/scholarship money and are within 12 months of earning a doctoral degree.)
4. The applicant must be recommended for participation in the NTSP program by a dean or director of a Mississippi school of nursing. Recommendation should be in the form of a letter of intended employment upon the applicant's completion of the program of study. The letter of intended employment must include the institution of intended employment and the nursing program in which the applicant is intended to teach (practical nursing, associate's degree, bachelor's degree, master's degree, or doctoral degree).
5. The applicant must have expressed in writing a present intention to teach at any accredited school of nursing in Mississippi approved by the Board and must diligently pursue the course of study and requirements for the appropriate nursing license.
6. The applicant must have ~~and maintain~~ a cumulative 3.0 college grade point average (GPA) on a 4.0 scale to establish eligibility, earn a 3.0 GPA each period of enrollment (i.e. semester or trimester) for continued eligibility, and ~~must~~ maintain satisfactory academic progress in the approved program of study in accordance with the attending institution's policy.
7. The applicant must not presently or previously have defaulted on an educational loan.
8. Applicants must possess a current Mississippi registered nursing license.
9. Must not have received or currently be receiving funds from the Rural Health Program.

**II. APPLICATION REQUIREMENTS FOR LOAN/SCHOLARSHIP APPLICANT**

1. First time applicants must:
  1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  2. If residency has not been established, submit two forms of documentation of current legal residency by the document deadline of April 30. Acceptable forms of residency documentation are listed in the General Administration Rules and Regulations and published online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid).

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3. Submit a copy of the applicant's letter of acceptance into the appropriate program of study. The letter of acceptance should indicate that the applicant has been fully admitted or admitted as a regular student and should include the admittance date and entering classification. Provisional or conditional admission is not accepted. The letter of acceptance should be submitted as soon as possible, but must be received by June 30.
  4. Submit a recommendation for participation in the NTSP program by a dean or director of a Mississippi school of nursing by April 30. Recommendation should be in the form of a letter of intended employment upon the applicant's completion of the program of study. The letter of intended employment must include the institution of intended employment and the nursing program in which the applicant is intended to teach (associate degree, bachelor's degree, master's degree, or doctoral degree).
  5. Submit a copy of the applicant's current Mississippi nursing license by April 30.
  6. Signify understanding of the NTSP Rules and Regulations, enter into a Contract and Note with the Board pursuant to the applicable Rules and Regulations and all applicable State laws, and complete, sign and return the Self Certification of a Private Loan form prior to the disbursement of funds. *Note: The Contract and Note will be issued once the applicant has been awarded. Funds will not be disbursed until the Contract and Note has been signed.*
  7. Have a cumulative college GPA of 3.0 on a 4.0 scale, be enrolled full-time in an approved program of study, and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
2. Renewal applicants must:
1. Complete an application online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid) by the deadline date of March 31.
  2. Maintain a college GPA of 3.0 on a 4.0 scale each period of enrollment (i.e. semester or trimester), be enrolled full-time in an approved program of study, and be making satisfactory academic progress in accordance with the attending institution's policy. Evidence of academic eligibility will be automatically provided to the Board by the attending institution, unless specifically requested from the applicant.
  3. Complete, sign and return the Self Certification of a Private Loan form.

**III. AMOUNT and LENGTH OF LOAN/SCHOLARSHIP**

1. The maximum award amount for NTSP recipients shall be \$1,000 per month for each month of full-time enrollment.
2. Masters degree recipients may receive a lifetime maximum of monthly awards not to exceed one (1) calendar year. Doctoral degree recipients may receive a lifetime maximum of monthly awards not to exceed two (2) calendar years.
3. Awards shall be disbursed directly to the school of attendance.



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4. A student who receives NTSP while completing a masters degree in nursing may not later receive NTSP to pursue a doctoral degree in nursing.

**IV. RECIPIENT RESPONSIBILITIES**

1. An NTSP recipient must maintain good standing at the educational institution in which he/she is enrolled at all times.
2. An NTSP recipient must maintain a 3.0 minimum GPA on a 4.0 scale per period of enrollment (i.e. semester or trimester). Any recipient who fails to maintain the minimum GPA will be suspended from participation in the program for the following period of enrollment. An official transcript or grade verification sent directly to the Board by the attending institution evidencing the required GPA on a 4.0 scale for the non-eligible period of enrollment will entitle an NTSP recipient for renewal priority.
3. An NTSP recipient must remain in school full-time, complete an approved program of study, and obtain the appropriate nursing license. An NTSP recipient who withdraws from school, fails to complete an approved program of study, or fails to obtain an appropriate nursing license, shall immediately become liable to the Board for the sum of all outstanding NTSP awards.
4. While receiving funds, the NTSP recipient must at all times keep the Board informed of the recipient's current, correct, and complete contact information. This information may be updated via the NTSP recipient's student account online at [www.mississippi.edu/financialaid](http://www.mississippi.edu/financialaid). Once in repayment, the NTSP recipient must at all times keep the Board or its loan servicer informed of the recipient's current, correct, and complete contact information until the debt is completely satisfied.
5. An NTSP recipient should address in writing to the Board or its loan servicer any special circumstances regarding enrollment status, withdrawal from school, or failure to complete the approved program of study.

**V. REPAYMENT**

1. An NTSP loan/scholarship recipient enters repayment when the recipient completes the approved program of study, withdraws from school, or fails to complete the approved program of study. The recipient may satisfy his/her loan/scholarship debt either by cancellation through service as a nurse educator or by loan repayment.
2. Cancellation through Service as a Nurse Educator
  1. An NTSP loan/scholarship recipient must meet all of the following criteria to qualify for debt cancellation through nursing service:
    - a) Have the appropriate nursing license, as determined by the Mississippi Board of Nursing.
    - b) Teach nursing full-time or part-time/adjunct at an accredited School of Nursing in Mississippi. "Full-time" is understood by the parties to mean that the nurse or instructor shall maintain the normal full-time work schedule where the nurse or instructor is employed. "Part-time/adjunct" is understood by the parties to mean that the nurse shall be classified as less than a 1.0 FTE at an individual institution. Less than 1.0 FTEs can be added together if an individual is teaching at more than one accredited Schools of Nursing in Mississippi. *NOTE: It is fully understood that it is the responsibility of the loan/scholarship recipient to seek and secure employment. The Board assumes no obligation to perform that function.*

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2. The NTSP loan/scholarship debt shall be cancelled on the basis of two (2) year's of full-time teaching service for one (1) year of loan/scholarship received; four (4) year's of 0.50 FTE (total) part-time/adjunct teaching for one (1) year of loan/scholarship received; and eight (8) year's of 0.25 FTE (total) part-time/adjunct teaching for one (1) year of loan/scholarship received. Such service shall never be less than two (2) academic years for teaching, regardless of the length of study provided under this loan/scholarship.
  3. At the time of separation from the approved program of study, unless granted a grace period or other type of deferment, the NTSP loan/scholarship recipient must request in writing a deferment of the accrual of interest and repayment of principal for purposes of completing the teaching service option. The service deferment request must be accompanied by evidence of appropriate employment as defined in Section V.B.1.
  4. At the end of each service deferment period, the NTSP loan/scholarship recipient must request in writing a cancellation of the equivalent of one annual award.
  5. The service deferment and cancellation must be requested in writing and approved each year until the debt is fully satisfied.
3. Loan Repayment
1. Unless granted a grace period or other deferment, an NTSP loan/scholarship recipient shall become liable to the Board for the sum of all NTSP loan/scholarship awards made to that person less the corresponding amount of debt previously cancelled through service as a nurse educator, plus interest, immediately at the time of occurrence of one of the following events:
    - a) The recipient withdraws from school;
    - b) The recipient fails to complete the approved program of study;
    - c) The recipient fails to obtain the appropriate nursing license; or
    - d) The recipient fails to complete the professional nursing service option defined in Section V.B.
  2. The rate of interest charged an NTSP loan/scholarship recipient on the unsatisfied balance shall be the current unsubsidized Federal Stafford Loan rate at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment.
  3. Interest begins accruing at the time of occurrence of one of the events outlined in Section V.C.1. or upon termination of a grace period or other deferment, and repayment commences one (1) month after the occurrence of the event.
  4. NTSP loan/scholarship recipients must repay the loan (principal and interest thereon) in 60 or less equal consecutive monthly installments. If the recipient fails to repay his/her loan (principal and interest thereon) in the requisite number of installments, all principal and interest outstanding, together with costs of collection, shall become immediately due and payable and, demand shall be made by mailing the same to the obligor at the last address furnished by said obligor. Should payment of the sum due not be made in full within thirty (30) days, from the date demand was made, the Contract and Note executed by the obligor

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shall be placed with a collection agency or an attorney for collection, at which point the obligor shall become liable for reasonable collection or attorneys' fees and court costs, in addition to the other sums due and owing.

4. The obligations made by the recipient of this loan/scholarship shall not be voidable by reason of the age of the student at the time of receiving the loan/scholarship.
5. Special circumstances regarding a recipient's failure to complete the teaching service option and/or fulfill the loan obligation should be addressed in writing to the Board or its loan servicer.

**VI. GRACE PERIOD and OTHER DEFERMENTS**

1. Grace Period

1. Upon completion of the approved program of study, the NTSP loan/scholarship recipient will be granted a 12-month grace period, during which the recipient should obtain the appropriate nursing license and secure appropriate nursing employment as defined in Section V.B.1.
2. An NTSP loan/scholarship recipient who does not complete the approved program of study will not be granted a 12-month grace period and will enter repayment immediately upon separation from the approved program of study. Such a recipient may be eligible for an in-school deferment as defined in Section VI.B.

2. In-School Deferment

1. A masters degree loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a masters degree program and a doctoral degree loan/scholarship recipient who does not complete the approved program of study, but remains enrolled at least part-time in a doctoral degree program may request deferment of the accrual of interest and the repayment of principal for purposes of remaining in school.
2. The in-school deferment must be requested in writing to the Board or its loan servicer and must be accompanied by verification of at least part-time enrollment from the attending institution.
3. The in-school deferment will not be granted for masters degree loan/scholarship recipients to enroll in a doctoral degree program of nursing. However, the masters degree NTSP recipient who pursues a doctoral degree in nursing may fulfill the service obligation on a part-time/adjunct basis while enrolled in the advanced degree program.
4. The in-school deferment must be requested by the recipient and approved every term (except Summer) throughout the duration of the deferment.

3. Temporary Disability Deferment

1. An NTSP loan/scholarship recipient in repayment who is unable to secure or continue employment because of temporary total disability may request deferment of the accrual of interest and the repayment of principal. To qualify, a recipient must be unable to work and earn money due to the disability for at least sixty (60) days, or be providing continuous care for a dependent or spouse during a period of at least (90) consecutive days.

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2. The temporary disability deferment must be requested in writing to the Board or its loan servicer and must be accompanied by certification from a doctor of medicine or osteopathy who is legally authorized to practice medicine.
3. The temporary disability deferment must be requested by the recipient and approved every six (6) months throughout the duration of the deferment and condition for a total period of time not to exceed three (3) years.
4. Military Service Deferment
  1. In terms of military service the following definitions shall apply:
    - a) **REQUIRED** military service is that service which is required of an individual in the service of the Armed Forces of the United States; it does not include a military service obligation incurred to repay a grant, stipend or scholarship granted the individual prior to, during, or after the award under the NTSP program.
    - b) **OBLIGATED** or **VOLUNTARY** military service is that service which is performed by the individual in repayment of a debt owed the United States government as a result of military scholarships, ROTC scholarships, etc. received by the individual. Service is **VOLUNTARY** if the individual is not obligated to incur a period of military service, but chooses to incur the service obligation.
  2. An NTSP loans/scholarship recipient shall be eligible for deferment of the accrual of interest and the repayment of principal during the time of required military service.
  3. The military deferment must be requested in writing to the Board or its loan servicer, stating beginning and ending dates of such required military service, and must be accompanied by a copy of the military orders.
  4. The military deferment must be requested by the recipient and approved on a year-to-year basis (annually).
  5. If a recipient continues military service for any reason beyond the **REQUIRED** time, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.
  6. If a recipient obligates himself/herself to **VOLUNTARY** military service prior to, during, or after the NTSP award, then that person shall be declared ineligible for military deferment and the remaining unsatisfied principal and interest shall become due and payable to the Board according to the terms outlined in Section V.C.

**VII. CANCELLATION OF DEBT**

1. Death
  1. If an individual recipient dies, then the recipient's obligation to repay the loan or render service is canceled.

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2. The Board shall require a copy of the death certificate or other proof of death that is acceptable under applicable State Law. If a death certificate or other acceptable proof of death is not available, the recipient's obligation for service or repayment on the loan is canceled only upon a determination by the Board on the basis of other evidence that the Board finds conclusive.
  3. The Board may not attempt to collect on the loan from the deceased recipient's estate.
2. Total and Permanent Disability
1. If the Board determines that an individual recipient is totally and permanently disabled, the recipient's obligation to make any further payments of principal and interest on the loan is canceled. A recipient is not considered totally and permanently disabled on the basis of a condition that existed before he/she applied for the loan/scholarship, unless the recipient's condition has substantially deteriorated since he/she submitted the loan/scholarship application, so as to render the recipient totally and permanently disabled.
  2. After being notified by the recipient or the recipient's representative that the recipient claims to be totally and permanently disabled, the Board shall promptly request that the recipient or the recipient's representative obtain a certification from a physician, who is a doctor of medicine or osteopathy and legally authorized to practice, on a form provided or approved by the Board and other necessary documents as requested, that the recipient is totally and permanently disabled. The Board shall continue collection until it receives the certification or receives a letter from a physician stating that the certification has been requested and that additional time is needed to determine if the recipient is totally and permanently disabled. After receiving the physician's certification or letter and other necessary documents as requested and the student is found to be totally and permanently disabled, the Board may not attempt to collect from the recipient.
  3. If the Board determines that a loan owed by a recipient, who claims to be totally and permanently disabled, is not eligible for cancellation for that reason, or if the Board has not received the physician's certification and other requested documents, as described in Section VII.B.2., within 60 days of the receipt of the documents as described in Section VII.B.2., the Board shall resume collection and shall be deemed to have exercised forbearance of payment of both principal and interest from the date the Board received the documents described in Section VII.B.2. until such a determination of ineligibility is made by the Board.
3. Bankruptcy

NTSP loan/scholarships are nondischargeable in bankruptcy.

**VIII. WARRANTY**

The acceptance of the NTSP loan/scholarship by each recipient shall serve to appoint the Secretary of State of the State of Mississippi as his/her designated agent for service of process, upon whom may be served all lawful processes and summons in any action or proceeding against him/her in the event he/she removes himself/herself from this State and the processes of its courts, growing out of any breach of Contract and Note by the recipient for failure to fulfill his/her Contract and Note with the Board or, to repay the NTSP loan/scholarship, including interest pursuant to the law and Contract and Note, and, said acceptance of the loan rights and privileges shall be a signification of the applicant's agreement that any such process or summons against him/her, which is so served upon the Secretary of State, shall be of the same legal force

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and validity as if served on him/her personally. The venue of all causes of action against such nonresidents shall be Hinds County, Mississippi.

**9. JSU-REQUESTS APPROVAL OF CONTRACT WITH GCA EDUCATION SERVICES**

**Agenda Item Request:** Jackson State University (JSU) requests approval to enter into an agreement with **GCA Education Services, Inc.** for campus custodial services.

**Contractor's Legal Name:** **GCA Education Services, Inc., (GCA)**

**History of Contract:** This is a new agreement.

**Specific Type of Contract:** This is a campus custodial services agreement.

**Purpose:** The purpose of this contract is to provide complete custodial services for JSU.

**Scope of Work:** GCA will provide management, supervision, training, labor, materials, transportation, equipment, scheduling and coordination of custodial services for academic buildings, administrative buildings, residence halls, and the Walter Payton Recreational & Wellness Center.

**Term of Contract:** The term of the agreement commences on March 20, 2014, and continues until March 9, 2017. Thereafter, this agreement will automatically renew on an annual basis ("Renewal Term") for a period of two (2) Renewal Terms unless either party gives written notice at least ninety (90) days prior to the expiration date of the Initial Term or any Renewal Term, as the case may be, to the other party of its election not to renew the Agreement.

**Termination Options:** The agreement may be terminated for the following:

- For service deficiencies upon 30 day written notice by JSU ("Cure Period") and further written notice of sixty (60) days from end of Cure Period if service deficiencies have not been corrected,
- for convenience with or without cause by either party upon 60 day written notice;
- material change in financial condition of either party through bankruptcy or insolvency; and
- failure by GCA to comply with the federal E-Verify Program.

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**Contract Amount:** The net total cost of the contract is \$9,697,102. This amount includes the total contract price of \$9,797,102 for five years, slightly offset by the \$100,000 financial commitment from GCA as shown in the table below.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Contract Price <sup>(1)</sup>	\$ 1,882,596	\$ 1,920,247	\$ 1,958,652	\$ 1,997,825	\$ 2,037,782	\$ 9,797,102
GCA Financial Commitment <sup>(2)</sup>	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (100,000)
<b>Net Contract Cost</b>	<b>\$ 1,862,596</b>	<b>\$ 1,900,247</b>	<b>\$ 1,938,652</b>	<b>\$ 1,977,825</b>	<b>\$ 2,017,782</b>	<b>\$ 9,697,102</b>

*(1) Contract to be paid in 12 equal monthly installments each year; price increases 2% at end of each 12 month period*

*(2) GCA financial commitment paid on the start date and each anniversary thereafter*

**Funding Source of Contract:** The agreement will be funded by E & G funds.

**Contractor Selection Process:** JSU issued a Request for Proposal (RFP) for Custodial Services RFP # 14-103 on August 13, 2013. Seven companies submitted proposals to the RFP. Of the seven companies, GCA and SSC submitted the second and third lowest proposals shown in the table below.

	GCA		SSC		Variance
Year 1	\$	1,882,596	\$	2,038,106	\$ 155,510
Year 2	\$	1,920,247	\$	2,183,868	\$ 263,621
Year 3	\$	1,958,652	\$	2,230,545	\$ 271,893
Year 4	\$	1,997,825	\$	2,278,156	\$ 280,331
Year 5	\$	2,037,782	\$	2,326,719	\$ 288,937
Total	\$	9,797,102	\$	11,057,394	\$ 1,260,292

GCA was selected as the preferred vendor. While another vendor, Members Building Maintenance, submitted the lowest price proposal, it was disqualified by the selection committee due to an inability to adequately provide the required services. GCA submitted the next lowest price proposal and was determined to be the most qualified vendor by the committee.

**Staff Recommendation:** *Staff Recommendation: Based on Board Policy 707.01, Land, Property and Service Contracts, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement has been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.*

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**10. MSU-REQUESTS FOR APPROVAL OF CONTRACTUAL SERVICES AGREEMENTS.**

- a. Agenda Item Request:** Mississippi State University (MSU) requests approval to enter into an agreement with **Cray, Inc.** for the purchase of expansion equipment for its existing high performance computer system which is located in the MSU High Performance Computing Collaboratory.

**Contractor's Legal Name:** Cray, Inc. (Cray)

**History of Contract:** This is a new agreement; however, MSU received Board approval to purchase a high performance computer system and related support for the MSU High Performance Computing Collaboratory in September 2013 for a cost of \$1,578,239.

**Specific Type of Contract:** Purchase agreement.

**Purpose:** The purpose of this agreement is to purchase expansion equipment which will be integrated with MSU's current Cray high performance computer system.

**Scope of Work:** Cray will provide expansion equipment for MSU's current high level computer system; delivery and on-site assembly of the equipment; and, a three (3) year remote assistance and telephone support service plan.

**Term of Contract:** The agreement is for the immediate one-time purchase and installation of equipment. MSU shall receive support services for the *approximate* period of June 1, 2014 through May 31, 2017.

**Termination Options:** The agreement may be terminated by either party upon thirty (30) days written notice for a breach of the agreement; upon the rejection at delivery of the equipment; and, for a failure by Cray to comply with the federal E-Verify Program.

**Contract Amount:** The total contract cost for the purchase of the equipment, and a three (3) year maintenance and support services plan will not exceed \$2,500,000.

**Funding Source of Contract:** The current agreement will be funded a grant from the U.S. Department of Energy.

**Contractor Selection Process:** N/A. Cray is a current vendor.

**Staff Recommendation:** **Staff Recommendation:** Based on Board Policy 707.01, *Land, Property and Service Contracts, Board approval is required prior to execution*



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*of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement has been reviewed and approved by the Attorney General's Office contingent upon submission of a copy of the Mississippi Department of Information Technology's (MDITS) Sole Source Acquisition approval. Board staff approval is contingent upon receipt of MDITS sole source approval by the Attorney General's Office.*

- b. Agenda Item Request:** MSU requests approval to amend existing professional services contracts with **Aramark Educational Services, LLC ("Aramark")**.

**Contractor's legal Name:** Aramark Educational Services, LLC

**History of Contract:** MSU entered into a contract with Aramark in March of 2007 to provide food services at MSU's Starkville campus ("Food Service Contract"). That contract has subsequently been amended on four occasions, most recently in April 2013. MSU also entered into a separate contract with Aramark in June 2010 to provide game day concession services at certain athletic events at MSU ("Game Day Concessions Contract"). The Game Day Concessions Contract was amended in June 2012.

**Specific type of contract:** Amendments to Food Services and Game Day Concessions Contracts.

**Purpose:** The purpose of the amendment to the Food Service Contract is to allow Aramark to commit an additional \$525,000 in unrestricted grant funds toward the construction of MSU's new dining facility, the Fresh Food Company. Construction of the Fresh Food Company is scheduled to commence in March 2014 with completion scheduled for summer 2015.

The Game Day Concessions Contract is being amended to allow Aramark to re-direct approximately \$200,000 of scheduled contract revenues and early receive them in 2014 for the purchase of equipment for the newly renovated Davis Wade Stadium.

**Scope of Work:** Through the Food Service Contract amendment, Aramark will increase its multi-year financial commitment to MSU in the total amount of \$525,000 (\$75,000 per year beginning in FY 2016 through FY 2022) for the purpose of funding the construction of a new state of the art dining facility, called the Fresh Food Company, which will offer a healthy prepared food dining option for the MSU community. It is expected that Aramark's total financial commitment and commissions from the contract will fully fund the design, construction and other costs related to this facility. *The Fresh Food Company construction project was initiated with an interim Real Estate Chair approval in September 2012 with a subsequent EBC bond issuance approved at the February 2014 Board meeting date.* The amendment

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will require an annual increase of board plans following completion of construction of the new dining facility. Under the contract amendment, board meal plan rates will need to be increased 7% during the first year that the Fresh Food Company is in operation, then an additional 5% the following two operating years. Thereafter, annual Board rate increases will be increased a minimum of 3%.

Through the Game Day Concessions Contract, Aramark will re-direct \$200,000 of scheduled contractual funds to now be utilized for the purchase of equipment in concession spaces at the newly renovated Davis Wade Stadium. The amendment will require that current "Fanfare Celebration Funding" no longer be provided under the contract and "Brand Refresh Funding" will be reduced to \$10,000 annually through the remaining life of the contract (6 years).

**Term of contract:** The contract amendments will take effect upon approval and full execution. The amendments will not impact the current term lengths of either contract. The Food Service Contract is set to expire on June 30, 2022 and the Game Days Concessions Contract will end on June 30, 2020.

**Termination Options:** Termination options include the following:

- by either party with or without cause upon 90 days-notice;
- if MSU desires to terminate the food service contract prior to the end of the contract period, MSU will be required to reimburse the vendor for the unamortized balance of its Capital investment; and
- failure by Aramark to comply with the federal E-Verify Program.

**Contract Amount:** These particular amendments will bring an additional \$525,000 of Capital investment to the Food Service Contract and \$200,000 of re-allocated Capital Investment to the Game Day Concessions Contract. MSU estimates that the revised food serve contract will ultimately generate approximately \$41.8 million in revenues to the university over its full 10-year term, while the revised game day concessions contract will generate upwards of \$8.2 million over its full 10-year term.

**Funding Source for Contract:** Both of these contracts are revenue generating to the university.

**Contractor Selection Process:** The subject agreements are amendments to contracts previously entered into with Aramark. Both of the original contracts were pursuant to requests for proposals issued by MSU to operate the University's food services and game-day concession services.

**Staff Recommendation:** *Based upon Board Policy 701.01, Land, Property, and Service Contracts, Board approval prior to execution of all food service, or athletic*

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*concession contracts projected to generate aggregate total revenues for a university of more than \$250,000 is required. These contract amendments have been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.*

**11. UM-APPROVAL OF CONTRACTUAL SERVICES WITH ARAMARK EDUCATIONAL SERVICES, LLC.**

**Agenda Item Request:** In order to accommodate significant recent growth in enrollment, the University of Mississippi requests approval to amend and extend the existing contract with **Aramark Educational Services, LLC**

**Contractor's Legal Name:** Aramark Educational Services, LLC. (Aramark)

**History of Contract:** The University of Mississippi originally outsourced its food service contract to Aramark many years ago. In June 2011, The University of Mississippi secured Board approval to amend and extend their current contract out through June 30, 2021.

**Specific Type of Contract:** This contract is an amendment of an existing Food Services Management Outsourcing Agreement.

**Purpose:** The purpose of this contract is to obtain a commitment from Aramark to make additional investments at the University of Mississippi which will increase the University's capacity to provide food services to the University's growing student population. The University of Mississippi will soon begin building a new food court area in the University Union building and also begin construction on a new athletic arena which will also have a food court area.

**Scope of Work:** The proposed amendment modifies the scope of work as follows:

The agreement covers all current and future dining locations in the residence halls, academic and auxiliary buildings on the University's campus. Also covered are special meals, receptions, and other catering functions as approved by the University. This contract does not cover concession rights to athletics, nor does it generally cover vending machines used to dispense snack foods, beverages and related items on campus. Those rights are covered under separate contractual agreements.

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Aramark will make a multi-year financial commitment to the University of Mississippi for the purpose of expanding and renovating existing food service facilities and building new food services facilities.

A schedule of the planned new capital commitments is shown below:

<b>Operating Period</b>	<b>Amount of Commitment</b>	<b>Proposed Uses</b>
April 2014	\$ 1,000,000	Unrestricted Grant
Summer 2014	500,000	Union Facility
Summer 2015	750,000	Campus Dining Facility Refresh
"	500,000	New Concept Jackson Ave. Center
Summer 2016	3,500,000	Union Remodel Project (Subway/Panda Express/Chick-Fil-A/McAllister's)
"	800,000	Basketball Arena Facility (Wendy's)
"	800,000	Basketball Arena Facility (Raising Cane's)
Total	\$ 7,850,000	

A schedule of the unrestricted enhanced commissions is shown below:

<b>Fiscal Year</b>	<b>Enhanced Commissions</b>
2014	\$ 150,000
2015	200,000
2016	350,000
2017	550,000
2018	900,000
2019	900,000
2020	900,000
2021	900,000
2022	1,200,000
2023	1,200,000
2024	1,200,000
Total	\$ 8,450,000

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A schedule of the amounts allocated for Maintenance & Repair, Brand Refreshing, Meal Plan Scholarships and University Function Catering is shown below:

<b>Fiscal Year</b>	<b>Maintenance &amp; Repair Contributions</b>	<b>Brand Refresh Contributions</b>	<b>Meal Plan Scholarships</b>	<b>University Chancellor Function Catering</b>
2014	\$ 75,000	\$ -	\$ 5,940	\$ 16,000
2015	75,000	-	5,940	16,000
2016	75,000	100,000	5,940	16,000
2017	75,000	150,000	5,940	16,000
2018	200,000	150,000	11,880	25,000
2019	250,000	150,000	11,880	25,000
2020	250,000	150,000	11,880	25,000
2021	250,000	150,000	11,880	25,000
2022	250,000	150,000	11,880	25,000
2023	250,000	150,000	11,880	25,000
2024	250,000	150,000	11,880	25,000
<b>Total</b>	<b>\$ 2,000,000</b>	<b>\$ 1,300,000</b>	<b>\$ 106,920</b>	<b>\$ 239,000</b>

A schedule of estimated Board Sales Commissions is shown below:

<b>Operating Year</b>	<b>Estimated Board Sales Commissions</b>	<b>Terms</b>
2014	\$ 1,480,350	\$1.06 million + 4% to 7% of net receipts
2015	1,598,778	7.5% of net receipts
2016	1,726,680	" " "
2017	1,864,815	8.5% of net receipts
2018	2,014,000	" " "
2019	2,175,120	" " "
2020	2,349,129	" " "
2021	2,537,060	" " "
2022	2,740,025	" " "
2023	2,959,227	" " "
2024	3,195,965	" " "
<b>Total</b>	<b>\$ 24,641,148</b>	

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**Term of Contract:** The University of Mississippi is requesting the term of the current food service contract be extended for an additional 33 months from its current expiration date. The current expiration date is June 30, 2021. This amendment would become effective of March 28, 2014 and extend the full agreement until March 28, 2024.

**Termination Options:** Termination options include the following:

- by either party with or without cause upon 90 days-notice;
- failure by Aramark to comply with the federal E-Verify Program; and
- In the event that the contract is early terminated, the University will be required to reimburse Aramark for any unamortized balances remaining in its financial Capital Investment.

**Contract Amount:** It is thought that the amendment and extension of the current food service contact will generate an additional \$18.0 million of revenue for the university. Total estimated revenues to be received may exceed \$44.5 million if the food service operation meets all of its expectations under this agreement.

**Funding Source for Contract:** This contract is a revenue contract.

**Contractor Selection Process:** As this is an extension and an amendment to a current originally executed contract in 2011, there was not a new request for a proposal. The original vendor contact was selected in response to a request for proposal.

**Based on Board Policy 707.01, *Land, Property, and Service Contracts*, Board approval is required prior to execution of all food service contracts projected to generate aggregate total revenues for a university of more than \$250,000 is required. This agreement has been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.**

**12. USM- APPROVAL OF CONTRACTUAL SERVICES AGREEMENTS**

**a. Agenda Item Request:** The University of Southern Mississippi requests approval of a Finance Purchase contract with **Key Government Finance, Inc.**, a financing partner of Cisco Systems Capital Corp (Cisco). This arrangement is to satisfy the financial terms of the university's acceptance of Business Communications, Inc.'s bid response for Voice Over Internet Protocol (VoIP) components hardware.

**Contractor's Legal Name: Key Government Finance, Inc.**

**History of Contract:** This is a new contract. The Information Technology Services Board approved a CP-1 in October 2013.

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**Specific Type of Contract:** Finance Purchase Agreement

**Purpose:** The purpose of the contract is to obtain financing for additional equipment needed to expand an existing VoIP system at the Hattiesburg and Gulf Coast campuses.

**Scope of Work:** The lease purchase will fund the following hardware and services of the VoIP system at the university.

- 1,797 VoIP handsets and licenses
- 6 core and distribution layer switches
- 30 access layer switches
- 1 call center and E911 software
- 11 analog gateways to support 896 legacy phones and circuits
- 5 year Cisco Unified Communications Software Subscription
- 5 year Smartnet Hardware Maintenance

**Term of Contract:** 51 months beginning March 20, 2014 and ending June 20, 2018.

**Termination Options:** The contract may be terminated by the following provisions.

- Upon payment of final lease payment
- Failure to appropriate sufficient funds
- A default by the Lessee

**Contract Amount:** The purchase price for equipment and services is \$1,754,754.17 and the total lease payments over the 51 month term \$1,784,507.20. However, as a part of a promotion, Cisco will pay a \$76,240.34 installment which will be applied to the principal balance at the initiation of the contract. This makes the effective purchase price \$1,678,513.83.

Payment	Due Date	Principal	Interest	Installment by Cisco	Lease Payments	Termination Amount
						\$ 1,754,754.17
1	3/20/2014	\$ 76,240.34	\$ -	\$ 76,240.34	\$ -	1,678,513.83
2	6/20/2014	345,299.83	11,601.61		356,901.44	1,333,214.00
3	6/20/2015	319,657.70	37,243.74		356,901.44	1,013,556.30
4	6/20/2016					

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		328,587.44	28,314.00		356,901.44	684,968.86
5	6/20/2017	337,766.63	19,134.81		356,901.44	347,202.23
6	6/20/2018	347,202.24	9,699.20		356,901.44	0.00
	<b>Totals</b>	<b>\$1,754,754.18</b>	<b>\$105,993.36</b>	<b>\$ 76,240.34</b>	<b>\$1,784,507.20</b>	

**Funding Source for Contract:** General funds

**Contractor Selection Process:** The university issued a request for proposal in November 2013. Six proposals were received and provided pricing based on cash purchasing and lease purchasing. Business Communications, Inc. provided the lowest price for both options. The university rated Business Communications, Inc. as the lowest and best bid.

**Cost Benefit Analysis:** State law provides that an institution may pursue a leasing arrangement other than the Master Lease Program provided by the Board of Trustees if the proposed leasing arrangement provides overall savings. USM considered the IHL Master Lease Program operated by FirstSouthwest in December 2013. At that time, the interest rate was 3.11 percent. The stated interest rate from Key Government Finance is 2.75 percent; however, with the installment paid by Cisco, the effective interest rate is 0.75 percent. USM incurred additional legal costs for Bond Counsel in the amount of \$5,000. Therefore, the net overall savings provided is \$132,307 summarized in the table below.

<b>Company</b>	<b>Principal</b>	<b>Effective Interest Rate</b>	<b>Net Interest</b>	<b>Additional Legal Costs</b>	<b>Total Overall Cost</b>
IHL Master Lease Program	\$ 1,754,754	3.11%	\$ 167,060	\$ -	\$ 1,921,814
Key Government Finance	\$ 1,754,754	0.75%	\$ 29,753	\$ 5,000	\$ 1,789,507
Difference	\$ -	2.36%	\$ 137,307	\$ (5,000)	\$ 132,307

**Staff Recommendation:** *Based on Board Policy 707.01, Land, Property and Service Contracts, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. The agreement is under review by the Attorney General's Office and recommends approval. Board staff recommends approval.*



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**b. Agenda Item Request:** The University of Southern Mississippi requests approval to enter into an agreement with **IMG Learfield Ticket Solutions, LLC** for the outsourcing of athletic ticket sales. IMG will provide staffing and support to promote the sale of tickets to athletic events.

**Contractor's Legal Name:** **IMG Learfield Ticket Solutions, LLC**

**History of Contract:** This is a new contract. The University has not had an outside vendor handling ticket sales in the past. Ticket sales were handled internally up until this point. The University now finds itself in a position that the hiring of an outside vendor for ticket sales will provide better sales results.

**Specific type of contract:** This is a new contract for outsourcing ticket sales for athletic events.

**Purpose:** The purpose of the contract is to outsource athletic ticket sales and increase revenues for the athletic department.

**Scope of Work:** IMG agrees to provide the University athletic department with (and fully fund) a ticket sales staff which will focus entirely on selling tickets to athletic events. USM Athletics agrees to pay IMG fees generated from the sale of tickets. USM agrees to provide IMG office space, computers and office supplies (including telephone lines), access to ticketing software, and software training.

**Term of contract:** The agreement will become effective April 1, 2014. The agreement will have an initial period that ends on June 30, 2017. The agreement can be extended by two (2) additional one (1) year periods, if mutually agreed upon by both parties. USM is requesting approval of the two option renewal periods which would carry this agreement out through June 30, 2019.

**Termination Options:** Termination options include the following:

- In the event a party materially breaches the agreement, and such breach goes uncured for thirty (30) days following notice from the non-breaching party, the non-breaching party may terminate this Agreement, effective immediately, by written notice to the breaching party; and
- failure by IMG to comply with the federal E-Verify program.

**Contract Amount:** It is difficult to predict the total revenues and fees of the agreement, as it is partly based on historical sales information. IMG's fee (35% of the face value of a season ticket) will be received on all "new" season ticket sales and on "renewed" season ticket sales only after those sales levels have reached 80-90% of the previous year's sales

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mark. Using data from previous years, the University has estimated \$360,000 of additional gross ticket sales annually. IMG's service fees would amount to \$126,000 (35%) on these ticket sales. This would yield *additional* net ticket revenue to the University of \$234,000 annually. Based upon a five (5) year agreement, *additional* net ticket revenues could amount to \$1,170,000 for USM.

**Funding Source for Contract:** The contract will be funded by revenues from the sale of athletic event tickets.

**Contractor Selection Process:** There are only a few established companies within the ticket outsourcing industry. Proposals were received from the top two groups in the industry: IMG Learfield Ticket Solutions, LLC and Collegiate Consultants. IMG has the most experience in the industry and has extensive support systems in place, while Collegiate Consultants have significantly fewer clients and have not been in the industry as long. Furthermore, IMG's proposal was based on revenue-sharing of predominantly new sales, while Collegiate proposed a revenue share of all tickets sold, including all renewals. Based on this information, IMG was selected as best option for USM.

**Staff Recommendation:** *Based on Board Policy 707.01, Land, Property and Service Contracts, Board approval is required prior to execution of the contract for all other land, personal property, and service contracts that require an aggregate total expenditure of more than \$250,000. This agreement has been reviewed and approved by the Attorney General's Office. IHL Board staff recommends approval of this item.*

- c. **Agenda Item Request:** The University of Southern Mississippi (USM) requests approval to amend and extend its existing contract with **Aramark Educational Services, LLC**, for their food service management agreement.

**Contractor's Legal Name:** **Aramark Educational Services, LLC**

**History of Contract:** USM and Aramark entered into an IHL Board approved 10-year contract in March of 2004 to operate and provide food services at USM. That contract was subsequently amended on three separate occasions. Those amendments updated the existing financial capital investment schedule and modified the guaranteed sales commission schedule, each in ways that did not materially alter the original terms. The current agreement is set to expire on June 30, 2014.

**Specific type of contract:** Food Service Management Outsourcing Agreement

**Purpose:** The purpose of this contract amendment is to maintain uninterrupted food services on USM's Hattiesburg and Long Beach campuses and obtain a commitment from

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Aramark to make additional financial capital investments which are essential to the University's commitment of providing outstanding food services for its campus constituents. The proposed amendment will extend the current agreement 8 additional years, from July 1, 2014 through June 30, 2022.

**Scope of Work:** Under the agreement, Aramark will make the following contribution highlights:

- Aramark will make additional financial Capital Investments of \$5,250,000 to USM's current dining facilities, in addition to an expansion of its food services to the western portion of the campus. A schedule of expected financial investments is presented below:

<b>Period of Operation</b>	<b>Financial Investment</b>	<b>Proposed Uses</b>
<b>July 1, 2014 - June 30, 2015</b>	<b>\$ 350,000</b>	<b>Hillcrest Café' Remodel</b>
<b>" "</b>	<b>125,000</b>	<b>Venue for College of Nursing</b>
<b>" "</b>	<b>100,000</b>	<b>POD Express College of Business</b>
<b>" "</b>	<b>500,000</b>	<b>POD Market Concept</b>
<b>July 1, 2015 - June 30, 2016</b>	<b>1,515,000</b>	<b>HUB Renovations, Panda Express</b>
<b>" "</b>	<b>160,000</b>	<b>POD Mini</b>
<b>" "</b>	<b>2,000,000</b>	<b>New West Campus Dining Venue</b>
<b>July 1, 2016 - June 30, 2017</b>	<b>500,000</b>	<b>Residential Dining Refresh</b>
<b>Total</b>	<b>\$ 5,250,000</b>	

- Aramark will provide \$512,135 of additional funding for Brand Refreshments over the 8 years,
- Aramark currently pays USM a 12% sales commission on non-branded sales and 5% on branded sales, with a negotiated guarantee minimum that increases 3% annually. The 8-year extension removes the guaranteed minimum commission from the amended agreement. This removal of the guarantee projects to a \$80,000 short-term loss in estimated sales commissions for FY 2014, however the initial shortfall is offset with Aramark's proposed increases to the annual Designated Funds in 2014 totaling over \$500,000. Designated Funds provided by Aramark include Utility Funds, Meal Plan Scholarships, Student Retention Bad Debt Funds, Catering Credits, etc.... Total projected Sales Commission revenue is equal to \$13.5 million over the 8-year extension.

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- Aramark will provide approximately \$6.8 million for offsetting Utilities expense. This fund is designed to offset direct costs of certain energy and related expenses (gas, power, water, trash removal, etc...). Beginning with FY 2015 the annual allocation will escalate 5% annually for planned inflation.
- Aramark will provide approximately \$1.7 million in the form of Maintenance and Repair Funds and an additional \$947,368 in small-ware replacement funding. These funds are designed to repair USM’s dining service equipment as needed, as well as provide funds for routine, small equipment replacement throughout the year.
- Aramark will provide approximately \$700,000 in the form of Student Retention Bad Debt recovery. These funds offset bad debt losses incurred by the university due to student’s meal plan charges.
- Aramark agrees to expend \$512,135 for Brand Refreshing to the USM dining service operation. This funding will be dedicated to enhancing or improving the existing concept through new capital expenditures.
- Aramark will also provide over \$1.8 million in the form of various catering credits, meal plan scholarships, student program assistance, etc....all designed to enhance Residence Life and benefiting student affairs in general.
- A summary of the projected financial commitments made by Aramark over the 8-year term of extension follows:

First the projected Designated Fund and Sponsorships

Fiscal Year	Designated Funds and Sponsorships										Total Projected
	Maintenance & Repair (3% inflation escalator)	Smallware Equipment Replacement	Utility Fund (5% inflation escalator)	Student Retention Bad Debt Funds (3% inflation escalator)	Student Programming & Education Assistance	Catering Credits	Meal Plan Scholarships	Administration Meal Plans	Residence Life Meal Plan Grants	Annual Sponsorships	
2015	188,150	118,421	682,500	77,250	30,000	40,000	40,000	12,500	90,000	13,500	1,292,321
2016	193,795	118,421	716,625	79,568	30,000	40,000	40,000	12,500	90,000	13,500	1,334,408
2017	199,608	118,421	752,456	81,955	30,000	40,000	40,000	12,500	90,000	13,500	1,378,440
2018	205,597	118,421	790,079	84,413	30,000	40,000	40,000	12,500	90,000	13,500	1,424,510
2019	211,764	118,421	829,583	86,946	30,000	40,000	40,000	12,500	90,000	13,500	1,472,714
2020	218,117	118,421	871,062	89,554	30,000	40,000	40,000	12,500	90,000	13,500	1,523,155
2021	224,661	118,421	914,615	92,241	30,000	40,000	40,000	12,500	90,000	13,500	1,575,938
2022	231,401	118,421	960,346	95,008	30,000	40,000	40,000	12,500	90,000	13,500	1,631,176
<b>Total</b>	<b>\$ 1,673,093</b>	<b>\$ 947,368</b>	<b>\$ 6,517,267</b>	<b>\$ 686,933</b>	<b>\$ 240,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>	<b>\$ 100,000</b>	<b>\$ 720,000</b>	<b>\$ 108,000</b>	<b>\$ 11,632,662</b>

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The second table presents a summary of all financial commitments made to USM by Aramark;

Fiscal Year	Financial Investments	Sales Commissions	Brand Refresh Funding	Designated and Sponsorship Funds	Total Projected Revenues
2015	1,075,000	1,582,624	-	1,292,321	3,949,945
2016	3,675,000	1,608,260	-	1,334,408	6,617,668
2017	500,000	1,656,508	50,000	1,378,440	3,584,948
2018	-	1,683,368	50,000	1,424,510	3,157,878
2019	-	1,709,310	100,000	1,472,714	3,282,024
2020	-	1,735,654	100,000	1,523,155	3,358,809
2021	-	1,762,408	100,000	1,575,938	3,438,346
2022	-	1,789,578	112,135	1,631,176	3,532,889
<b>Total</b>	<b>\$ 5,250,000</b>	<b>\$ 13,527,710</b>	<b>\$ 512,135</b>	<b>\$ 11,632,662</b>	<b>\$ 30,922,507</b>

In addition, Aramark will incorporate the food service operations to the USM Gulf Park operation on the Long Beach campus.

**Term of contract:** The contract extension is for eight (8) years, beginning July 1, 2014, and ending June 30, 2022. The effective date of this amendment is July 1, 2014.

**Termination Options:** Termination options include the following:

- by either party at any time upon sixty (60) days written notice;
- failure by Aramark to comply with the federal E-Verify Program; and
- In the event that the contract is early terminated, USM will be required to reimburse Aramark for any unamortized balances remaining in its financial Capital Investment.

**Contract Amount:** This is a revenue producing contract to USM. It is projected that the University will receive approximately \$30.9 million in revenue benefits over the course of the 8-year extension. This averages out to approximately \$3.9 per year.

**Funding Source for Contract:** This is a revenue producing contract.

**Contractor Selection Process:** USM chose not to issue a Request for Proposal (RFP) process as Aramark offered an amendment to a current agreement. The original agreement with Aramark in 2004 was executed after an exhaustive RFP process. The

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amendment offered by the vendor did include an 8-year extension of the current agreement. USM's has stated their relationship with Aramark has been extremely strong over the past nine years. University, faculty and student satisfaction with the vendor's performance has consistently remained very high. The University feels that Aramark offered an extension package that not only rivaled that of the other Mississippi comprehensive universities (MSU and UM are also current Aramark clients), but in many respects even exceeded the financial aspects of those packages. The annual projected revenue benefits to be received by USM under this extension are equal to \$3.9 million. In comparison, MSU and UM have projected annual revenues from their Aramark agreements of \$2.5 to \$3.0 million each respectively.

***Based on Board Policy 707.01, Land, Property, and Service Contracts, Board approval is required prior to execution of all food service contracts projected to generate aggregate total revenues for a university of more than \$250,000 is required. This contract amendment has been reviewed and approved by the Attorney General's Office. Board staff recommends approval of this item.***

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING  
REGULAR AGENDA  
LEGAL  
MARCH 20, 2014  
PAGE 1 OF 1**

**1. UMMC - APPROVAL TO SETTLE TORT CLAIM**

The University of Mississippi Medical Center is seeking board approval for settlement of Tort Claim No. 1798 Jennifer Taylor

# **INFORMATION AGENDAS**



**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING  
ACADEMIC AFFAIRS  
INFORMATION AGENDA**

**March 20, 2014**

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**1. SYSTEM – 2014 HEADWAE HONOREES**

The Higher Education Appreciation Day, Working for Academic Excellence (HEADWAE) was established by the Mississippi Legislature to honor academically talented students and faculty members of Mississippi's higher education institutions who have made outstanding contributions in promoting academic excellence. The HEADWAE recipients were honored on February 18, 2014 at the Jackson Marriott, where Governor William Winter was the guest speaker. System honorees for 2014 are listed below.

<b>INSTITUTION</b>	<b>FACULTY HONOREE</b>	<b>STUDENT HONOREE</b>
ASU	Kimball Putnam Marshall	Anastasia Tuset
DSU	Gregory Scott Drury	Sydney Elaine Hodnett
JSU	Ashton Theodore Hamme II	Brandon Newton
MSU	Kimberly Walsh Walters	Michael Andrew Hogan
MUW	Shawn Lee Dickey	Tshering Lama Sherpa
MVSU	Ladd W. Smith	Maritza Kenita Johnson
UM	William Wells Berry III	Gregory James Alston
UMMC	Penny Neese Rogers	Clarence Anthony Holmes
USM	Douglas Scott Masterson	Michael Boyer Simms

**2. SYSTEM – 2014 IMPROVING TEACHER QUALITY AWARDS**

Title II, Part A of the *No Child Left Behind Act of 2001* authorizes awards to higher education state agencies to support an “Improving Teacher Quality” competitive grant program. The IHL institutions below were awarded Title II federal grant funds for the period beginning March 1, 2014 through April 30, 2015.

<b>INSTITUTION</b>	<b>DISCIPLINE</b>	<b>AMOUNT</b>
Delta State University	Content Area Literacy	\$89,941.00
Jackson State University	Mathematics and Technology	\$90,000.00
Mississippi State University	Science and Social Studies Literacy Integration	\$90,000.00
Mississippi State University	Core Academics Integration	\$90,000.00
Mississippi University for Women	Mathematics and Technology	\$90,000.00
University of Mississippi	Content Area Integration	\$90,000.00
University of Southern Mississippi	Language Arts	\$90,000.00
University of Southern Mississippi	Mathematics	\$90,000.00
University of Southern Mississippi	Mathematics and Technology	\$90,000.00
<b>Total Awarded to IHL Institutions</b>		<b>\$809,941.00</b>

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING  
ACADEMIC AFFAIRS  
INFORMATION AGENDA  
March 20, 2014  
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**3. SYSTEM – 2013 ANNUAL PERFORMANCE REPORT FOR MISSISSIPPI TEACHER PREPARATION PROGRAMS**

<b>TEACHER EDUCATION PROGRAM</b>	<b>ASU</b>	<b>DSU</b>	<b>JSU</b>	<b>MSU</b>	<b>MUW</b>	<b>MVSU</b>	<b>UM</b>	<b>USM</b>
NCATE Accreditation Achieved	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Next NCATE Accreditation Visit	Fall 2014	Fall 2014	Fall 2015	Sp 2015	Fall 2019	Fall 2014	Sp 2015	Sp 2019
*State Process and Performance Standards Met	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
*80% Teacher Affirmation Rate Achieved	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
*80% Principal Affirmation Rate Achieved	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Program Completers 2012-13	19	90	60	318	51	8	315	342
<b>Total Program Completers 2012-2013:</b>								<b>1203</b>

*\*Source: MS Department of Education*

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING**  
**INFORMATION ITEM**  
**FINANCE**  
**March 20, 2014**  
**Page 1 of 1**

**MUW – Emergency Purchase**

On November 19, 2013, January 28, 2014 and February 18, 2014, Mississippi University for Women's (MUW) Executive Head, Dr. Jim Borsig, authorized emergency purchases for the Hogarth Cafeteria Building and for the MUW apartments.

The November 19, 2013 purchase was to replace the chiller for the HVAC system in the Hogarth Cafeteria Building. The new chiller was needed to supply cold air to the main dining hall, kitchen and upstairs banquet rooms including the President's Dining Room. Total costs for this purchase were \$282,000.

The January 28, 2014 purchase was for repairs and replacement parts for chill water coils and one hot water coil for the banquet room in the Hogarth Cafeteria Building. The area is used to provide meals for MUW and MSMS students as well as to host campus events. Total costs for this purchase were \$35,723.

The February 18, 2014 purchase was for repairs for the sewer line for the MUW apartments. The repair was necessary to scope the sewer flow lines. Total costs for this purchase were \$7,913.24.

This information is being provided to the Board of Trustees in accordance with **Miss. Code Ann. § 31-7-13(j) – State Agency Emergency Procedure:** In the event such executive head is responsible to an agency board, at the meeting next following the emergency purchase, documentation of the purchase, including a description of the commodity purchased, the purchase price thereof and the nature of the emergency shall be presented to the board and placed on the minutes of such agency.

Documentation to support the purchase follows.



**MISSISSIPPI  
UNIVERSITY  
FOR WOMEN**

Resources Management  
W-Box 1611  
Columbus, MS 39701  
(662) 329-7126  
(662) 241-7821

Admitting Men Since 1982

[www.muw.edu](http://www.muw.edu)

November 19, 2013

Monica Ritchie  
Mississippi Department of Finance and Administration  
P. O. Box 267  
Jackson, MS 39201

Dear Ms. Ritchie:

The Hogarth cafeteria chiller supplies cold air for the HVAC system in the main dining hall, kitchen and the upstairs banquet rooms including the President's Dining room. The existing chiller is over 20 years old and is past the normal life of a chiller. The repair cost would be well over half the cost of a new chiller and the energy savings from a new chiller would manifest a quick payback. Currently, the chiller is not working at all. Due to this, we have no ability to condition the mentioned spaces. Without the chilling system online, the kitchen area will reach temperatures that are unworkable.

Sincerely,

Dr. Jim Borsig  
President, MUW

Angie Atkins  
Director, Resources Management



**Mississippi University  
for Women**

*A Tradition of Excellence for Women and Men*

P1401128  
Air Control Engineering, Inc

640626890

Air Control Engineering, Inc  
1119 Pridmore Drive  
Columbus MS 39702-52

PO Number: **P1401128**

Issue Date: **11/21/13**

Delivery Date: **11/30/13**

Contact originating department to confirm acceptance of PURCHASE ORDER and delivery date.

**Billing Address: Mississippi University for Women  
Accounts Payable  
1100 College Street MUW 1604  
Columbus, MS 39701**

**Ship to:**

Physical Plant  
815 6th Avenue South  
Physical Plant  
1100 College Street MUW 1615  
Columbus MS 39701

**NET 30**

**Buyer**

**Terms**

**Angle Alkins**

Item	Description	Quantity	Unit Price	Total
1	Emergency/Replace Chiller at Hogarth Cafeteria	1.00 EA	282,000.0000	282,000.00
			<b>PO Total</b>	<b>282,000.00</b>

Account Codes  
60-061010-5620

282,000.00

ACCOUNTS PAYABLE

On November 19, 2013 Mississippi University for Women's (MUW) Executive Head, Dr. Jim Borsig, authorized the emergency purchase of a replacement chiller for Hogarth Dining Center. The 20 year old existing chiller ceased operating, and the estimated lead time for the replacement chiller is 8 to 12 weeks. The November purchase was for a new chiller, and includes removal of the existing cooling tower, disconnecting and abandoning the existing chiller in place, providing a new pump, connecting to the existing piping and extending to the new chiller, setting new chiller on a new pad west of the existing cooling tower, insulating the piping, and connecting to the existing electrical system. Total cost is \$282,000. This information is being provided to the Board of Trustees in accordance with Miss. Code Ann. §31-7-13(3(j)) – State Agency Emergency Procedure: In the event such executive head is responsible to an agency board, at the meeting next following the emergency purchase, documentation of the purchase, including a description of the commodity purchased, the purchase price thereof and the nature of the emergency shall be presented to the board and placed on the minutes of the board of such agency.

## **Bridget Otts**

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**From:** WebProcure.Support@perfect.com  
**Sent:** Tuesday, November 19, 2013 2:14 PM  
**To:** Bridget Otts  
**Subject:** WebProcure Email Notification

**To:** Bridget Otts  
**Organization Name:** University for Women

Your Contract has completed the final approval process.

**Contract Name:** Emergency purchase of Chiller **Organization Name:** University for Women **Contract Creation Date:** November 19, 2013 10:51:53 AM CST **Approval Type:** Org Contract Approver **Approved By:** Michael D. Cook **Approved Organization Name:** State of Mississippi **Revision Number:** 0 **Last Revision Date:** November 19, 2013 10:51:53 AM CST **Last Revised By:** Michael D. Cook **Approval of Emergency Purchase.**



January 28, 2014

Monica Ritchie  
Mississippi Department of Finance and Administration  
P.O. Box 267  
Jackson, MS 39201

Dear Ms. Ritchie:

The repair work in Hogarth Cafeteria was declared an emergency. This was due to the fact that we had no air conditioning to properly cool this area. As a result, this caused the temperatures to become unbearable. This area is used to provide meals for both MUW and MSMS students, as well as to host numerous campus events.

If you need further information please let me know.

Sincerely,

Dr. Jim Borsig,  
MUW President

Angie Atkins  
Director, Resources Management



# Mississippi University for Women

Purchasing Office  
1100 College Street W-Box 1628  
Columbus, MS 39701  
662-329-7223

## REQUEST FOR QUOTES

This document is a request for quotes issued by (Mississippi University for Women) to obtain the items/services described herein. Bidders should read all descriptions, instructions, terms and conditions and return their quote on this form.

Quotes should be submitted via one of the following methods:

Via Facsimile to (662-241-7821)

Via Email to (purchase@muw.edu)

Via Hand delivery to (1100 College Street, Whitfield Hall, MUW Campus)

Quotes are requested as soon as possible. We reserve the right to proceed with a purchase/ rental/contract at any time and are not required to wait any specific period of time nor are we required to have any specific number of quotes.

Item #	Description	Quantity	Price Each	Total Cost
	<b>ADDENDUM ADDED AS OF 2/5/2014</b>			
	<b>Mississippi University for Women</b>			<b>\$35,723.00</b>

**Location:** MUW  
1100 College Street  
Columbus, MS 39701

**Problem:** Chill Water coils busted in three air handlers at Hogarth Building.

**Scope of Work:**

- Supply all parts and labor to replace the three damaged Chill water coils.
- Supply all parts and labor to replace isolation valves for air handlers.
- Test system for leaks.
- MUW staff will reassemble AHU after successful leak test.
- Any substitutions must be approved by MUW Physical Plant.
- Contractor to field verify scope with a representative from the Facilities Department.
- Contact Facilities Department (662-329-7396) for any questions or to schedule a meeting to review the job.

**ADDENDUM :**

1. Replace one hot water coil in the banquet room unit

**Submitted by:**  
**Air Control Engineering**  
1119 Pridmore Drive  
Columbus, MS 30702  
**Contact, Lynn Robinson**  
[lynn@air-control.net](mailto:lynn@air-control.net)  
662-313-6327

**INSTRUCTIONS FOR QUOTATIONS  
FOR GOODS OR SERVICES**

1. Unless otherwise required, submit only one copy of each quotation.
2. Quotes, amendments thereto or withdrawal requests received after the time of the opening will be void regardless of when they were mailed.
3. Quote prices on units specified with packing included or predelivery check, title and inspection when applicable to motor vehicle.
4. Attach complete specifications for any permitted substitutions offered, or when amplification is desirable or necessary.
5. If specifications or descriptive papers are submitted with quotations, enter bidder's name thereon.
6. If the article quoted upon has a trade name or brand, show same in quote.
7. Sample, when required, must be submitted, free of expense unless otherwise specified, in accordance with the conditions and instructions in the body of this notice.
8. Show delivery time required after order is received (see below).
9. Address and mark quotes as indicated in the notice.

---

**CONDITIONS**

1. The (Mississippi University for Women) reserves the right to reject any and all quotations, and to waive all informalities.
  2. Unit prices will govern over extended prices, unless otherwise stated.
  3. Payment in connection with discount offered will be computed from the time of inspection and/or acceptance.
  4. All material and products offered must be guaranteed to meet the requirements of the specifications indicated, given or referred to.
  5. The right is reserved for the (Mississippi University for Women) to make an award which is determined to be in the best interest of the (Mississippi University for Women).
  6. The right is reserved to reject any quotations in which the delivery time indicated is considered sufficient to delay the operation for which the commodity is intended.
  7. Unless otherwise indicated by the (Mississippi University for Women), prices must be firm for not less than 30 days.
  8. The successful bidder shall indemnify and save harmless the (Mississippi University for Women) and all its officers, agents, and employees from all suits or claims of any character brought by reason in infringing on any patent trade mark, or copyright.
  9. Ambiguous quotes which are uncertain as to terms, delivery, quantity, or compliance with specifications may be rejected or otherwise disregarded.
  10. Any contract entered into by the (Mississippi University for Women) resulting from this notice shall be subject to cancellation at the end of any fiscal or appropriated year unless otherwise provided by law.
  11. Quotes shall be submitted on (Mississippi University for Women) prepared proposal forms only, unless otherwise requested.
-

**BID**

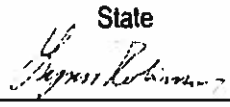
I, the undersigned, certify that this proposal does not violate any federal or state antitrust laws.

In compliance with the invitation, and subject to all conditions thereof, the undersigned offers and agrees, if this quotation is accepted within 30 days from date of opening, to furnish any or all items quoted on at prices as set forth after the item and make delivery, within 60 days after receipt of order, delivered, all transportation costs included and prepaid and unless otherwise stated and accepted herein, I agree to complete this proposed contract in less than 60 days after issue date of purchase order.

Bidder should place an "X" before one of the following statements

- This is a quotation for commodities or equipment to be sold to the entity and delivered as set forth herein.
  
- This is a quotation for rental of equipment. I am in substantial agreement with the terms and conditions set forth in the attached Rental Agreement For Use by Mississippi Departments and Vendors, any requested deviations from these terms and conditions are set forth in an attached sheet. (please note that deviations may cause the quote to be rejected)
  
- This is a quotation for services. I am in substantial agreement with the terms and conditions set forth in the attached Personal Services Agreement, any requested deviations from these terms and conditions are set forth in an attached sheet. (please note that deviations may cause the quote to be rejected)

**PLEASE COMPLETE THE INFORMATION BELOW:**

Air Control Engineering,		1119 Pridmore drive	
<hr/>			
Bidder		Street or P.O. Box	
Columbus	MS	39702	662-328-0290
<hr/>			
City		State	Zip
Lynn Robinson	MS		
By		Title:	President
<hr/>			

**(Quotes must be signed in ink)**





**February 18, 2014**

**Monica Ritchie  
Mississippi Department of Finance and Administration  
P. O. Box 267  
Jackson, MS 39201**

**Dear Ms Ritchie:**

**The sewer in the MUW apartments was stopping up. We had someone come out and scope the lines. The results of the scoping revealed that the drain flow lines were deteriorated. Due to this, raw sewage was backing up and flooding into two apartments. Due to the health concerns associated with this, we made emergency repairs to the lines.**

**If you need any further information please, let me know.**

**Sincerely,**

**Dr. Jim Borsig  
President MUW**

**Angie Atkins  
Director, Resources Management**



**Mississippi University  
for Women**

*A Tradition of Excellence for Women and Men*

P1401271 Air Control Engineering, Inc

640626890

Air Control Engineering, Inc  
1119 Pridmore Drive  
Columbus MS 39702-52

PO Number:	<b>P1401271</b>
Issue Date:	<b>12/20/13</b>
Delivery Date:	<b>12/31/13</b>

Contact originating department to confirm acceptance of PURCHASE ORDER and delivery date.

**Billing Address:** Mississippi University for Women  
Accounts Payable  
1100 College Street MUW 1604  
Columbus, MS 39701

**Ship to:**

Physical Plant  
815 6th Avenue South  
Physical Plant  
1100 College Street MUW 1615  
Columbus MS 39701

NET 30

**Buyer**

**Terms**

Angie Atkins

Item	Description	Quantity	Unit Price	Total
1	Repairs to drain lines for Apartments M & N	1.00 EA	7,913.2400	7,913.24
			<b>PO Total</b>	<b>7,913.24</b>

Account Codes  
20-904000-5620

7,913.24

PAYABLE

ACCOUNTS PAYABLE



Air Control Engineering, Inc.  
1119 Pridmore Drive  
Columbus MS 39702-5245  
662-328-0290

License: 4764

## Contract Invoice

Invoice#: 2053

Date: 02/17/2014

**Billed To:** MUW PHYSICAL PLANT  
1100 COLLEGE STREET  
BOX W 1615  
COLUMBUS MS 39701

**Project: # 1010**  
MUW Repair Drain Lines Apt M,N  
1100 COLLEGE STREET  
BOX W 1615  
COLUMBUS MS 39701

---

**Due Date:** 02/17/2014

**Terms:**

**Purchase Order#** P1401271

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Description	Amount
LABOR	3,958.00
MATERIALS	568.24
SAW CUTTING/DEMO/BACKPOUR	3,387.00

**Notes:**

The sewer in the apartments was stopping up about every two weeks. Scoping the line revealed that the drains flow line was deteriorated. We then sawed the floor out, dug the dirt out to a point where the existing pipe was in good enough condition to tie back to, we installed new drain pipe in an alternate route from that point to the original sewer tap outside the building. The interior saw cutting was approximately 36 lineal feet and 2 foot wide and excavated 3 feet deep. The exterior work included cutting the sidewalk. We also had to bore a hole through the footing. We installed approximately 45 feet of pipe and 8 fittings. We poured back the concrete in the trench. LR v. HSR

*Thank you for your prompt payment!*

Non-Taxable Amount:	7,913.24
Taxable Amount:	0.00
Sales Tax:	0.00
<b>Amount Due</b>	<b>7,913.24</b>



REQUEST FOR AUTHORITY TO PURCHASE

TO: Office of Purchasing, Travel,  
and Fleet Management  
501 North West Street  
701 Woolfolk Building, Suite A  
Jackson, MS 39201

We hereby request "Authority to Purchase" the following commodity/commodities covered by Purchasing Regulations.  
**TAB TO CLEAR FIELDS**

QUANTITY	UNIT OF MEASURE	DESCRIPTION	PRICE EACH	TOTAL (Do not use commas)
1	EA	Repair sewer line	EA	7,913.24



**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING  
INFORMATION AGENDA  
REAL ESTATE  
March 20, 2014  
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**SYSTEM: REAL ESTATE ITEMS APPROVED SUBSEQUENT TO THE  
February 20, 2014 BOARD MEETING SUBMISSION DEADLINE**

**NOTE: THE FOLLOWING ITEMS WERE APPROVED BY THE BOARD'S REAL ESTATE AND FACILITIES STAFF ACCORDING TO BOARD POLICY §904 (A) BOARD APPROVAL WHICH STATES:**

**Board Policy §904(A), Board Approval**

*When funding has been secured from whatever source, each institution shall bring all new projects to the Board for the approval of the project initiation and the appointment of a design professional, as required in Board Policy §902, Initiation of Construction Projects. This request shall include a detailed description of the work to be accomplished, the total budget, the funding source and the design professional recommended to the Board for approval.*

*After the Board has granted approval of both the initiation of a project and the appointment of a design professional, no further Board action or approval is required for the completion of the project if the following conditions are met:*

- 1. The detailed description of the work to be accomplished, as specifically approved by the Board within the project initiation, has not changed.*
- 2. The total project budget has not increased beyond the amount specifically approved by the Board as part of the project initiation;*
- 3. The funding source has not changed from that specifically approved by the Board as part of the project initiation; and*
- 4. The design professional previously approved by the Board has not changed.*

*If the above four conditions have been met, the Board's Real Estate and Facilities staff, through the Commissioner, shall have the authority to approve any and all necessary documents related to the completion of the subject construction project, including the approval of construction documents, the advertisement and receipt of bids, the approval of a bid, the award of a contract and any change orders.*

**Change Order Approval Note:** No change orders approved by Board staff, as reflected within any of the following informational agenda items, increase the Board approved total project budget. The total project budget as approved by the Board provides for a contingency fund, which allows for an increase in the construction budget of between five and ten percent. Any increase in the total project budget caused by a change order, would require Board approval and could not be approved by Board staff.

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING**  
**INFORMATION AGENDA**  
**REAL ESTATE**  
**March 20, 2014**  
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**1. DSU– GS 102-237 – Caylor White Walters – Phase III (Rebid)**

**Interim Approval:** In accordance with Board Policy §904 (B) Board Approval, *Interim Chair Approval* was granted by Mr. C. D. Smith, Chair of the Real Estate and Facilities Committee on February 3, 2014 to increase the project budget from \$15,715,249 to 16,915,249 for a total increase of \$1,200,000. This increase is necessary in order to execute Change Order #3 and to provide sufficient contingency funds to complete the remainder of Phase III.

**Interim Approval Date:** February 3, 2014

**Design Professional:** ArchitectureSouth, P.A.

**General Contractor:** Panola Construction Company, Inc.

**Project Budget:** \$16,915,249.00

**2. DSU– GS 102-237 – Caylor White Walters – Phase III (Rebid)**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #3** in the amount of \$386,143.80 and one hundred fifty (150) additional days to the contract of Panola Construction Company, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 4, 2014

**Change Order Justification:** **Change Order #3** is necessary to provide a slope less than 1:48 at various locations and to include existing terrazzo/new vct intersections in corridors at water fountains in various locations and at numerous doors, credit for demolishing the greenhouse enclosure, brick wall & canopy, credit for built-up asphalt roofing, gutter, down spouts & metal flashing at the greenhouse location, to provide prices for adding a new door from a corridor into the greenhouse at the existing opening, for asbestos abatement for existing office bank areas in various locations, and for materials & installation for gas lines to various rooms, credit for 5 projectors, 42 projector mounting brackets, 2 projection screens, above ceiling electrical outlets in two rooms, a price for installation of 3 additional brackets & installation of 43 wall-mounted screens in various rooms, and for the addition of gas to the research lab 235 & bio chemistry lab 265, and a credit for removing gas in microbiology 181.

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING**  
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**Total Project Change Orders and Amount:** Three (3) change orders for a total amount of \$598,828.42.

**Project Initiation Date:** August 19, 2011

**Design Professional:** ArchitectureSouth, P.A.

**General Contractor:** Panola Construction Company, Inc.

**Project Budget:** \$16,915,249.00

**3. JSU– GS 103-268 – Capitol Centre Improvement**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Contract Documents** as submitted by M3A Architects, design professional. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff **approved request to advertise for receipt of bids.** Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 18, 2014

**Project Initiation Date:** November 17, 2011

**Design Professional:** M3A Architects

**General Contractor:** TBD

**Project Budget:** \$3,065,842.00

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING**  
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**4. JSU– GS 103-278 – School of Engineering Phase II**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Schematic Design Documents** as submitted by Cooke, Douglass, Farr and Lemons Architects & Engineers. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 14, 2014

**Project Initiation Date:** October 17, 2013

**Design Professional:** Cooke, Douglass, Farr, Lemons Architects & Engineers, P.A.

**General Contractor:** TBD

**Project Budget:** \$1,963,643.41

**5. MSU– IHL 205-267 Phase Two – Fresh Food Company Residential Dining Facility**

**Interim Approval:** In accordance with Board Policy §904 (B) Board Approval, *Interim Chair Approval* was granted by Mr. Hal Parker, Chair of the Real Estate and Facilities Committee on January 30, 2014 to increase the project budget from \$12,500,000 to \$14,400,000 for a total increase of \$1,900,000. This increase is necessary in order to award the project to the low bidder, JESCO, Inc. The low bid exceeds the project budget.

**Approval Date:** January 30, 2014

**Design Professional:** JH&H Architects

**General Contractor:** JESCO, Inc.

**Project Budget:** \$14,400.00

**BOARD OF TRUSTEES OF STATE INSTITUTIONS OF HIGHER LEARNING**  
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**REAL ESTATE**  
**March 20, 2014**  
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**6. MSU– IHL 205-267 Phase II – Fresh Food Company Residential Dining Facility**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Contract Documents** as submitted by JH&H Architects, design professional.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff **approved request to advertise for receipt of bids.** Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 7, 2014

**Project Initiation Date:** November 19, 2009

**Design Professional:** JH&H Architects

**General Contractor:** JESCO, Inc.

**Project Budget:** \$14,400,000

**7. MUW– GS 104-178 – Fant Library Renovation, Phase I**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #6** in the amount of \$9,392.40 and three (3) additional days to the contract of West Brothers Construction, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #7** in the amount of \$3,778.48 and two (2) additional days to the contract of West Brothers Construction, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** (#1) January 22, 2014; (#2) February 14, 2014

**Change Order Justification:** **Change Order #6** is necessary to revise the roof edge details to reconcile with the structure, revise the front entry walkway & ADA ramp at the north side of the site & to install power service to the overhead coiling doors at the ASRS so they are actuated by the fire alarm. **Change Order #7** is necessary to remove the 200 amp elevator disconnect & replace with a 100 amp disconnect fused to 80 amps and install 3 relays to tie the elevator controller to the fire alarm system.

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**Total Project Change Orders and Amount:** Seven (7) change orders for a total amount of \$94,304.77.

**Project Initiation Date:** October 20, 2011

**Design Professional:** Burris/Wagnon Architects, P.A.

**General Contractor:** West Brothers Construction, Inc.

**Project Budget:** \$6,800,000.00

**8. MUW– GS 104-182 – Fant Library Renovation – PH II**

**Interim Approval:** In accordance with Board Policy §904 (B) Board Approval, *Interim Chair Approval* was granted by Mr. Hal Parker, Chair of the Real Estate and Facilities Committee on January 22, 2014 to increase the project budget from \$5,100,000 to \$5,400,000 for a total increase of \$300,000. This increase is necessary in order to award the project to the low bidder, Amason & Associates, Inc. The low bid exceeds the project budget.

**Approval Date:** January 22, 2014

**Design Professional:** Burris/Wagnon Architects, P.A.

**General Contractor:** Amason & Associates, Inc. (Low Bidder)

**Project Budget:** \$14,400.00

**9. MUW – GS 104-182 – Fant Library Renovation – PH II**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff **approved the award of contract** to Amason & Associates, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** January 23, 2014

**Project Initiation Date:** August 19, 2010

**Design Professional:** Burris/Wagnon Architects, P.A.



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**General Contractor:** Amason & Associates, Inc.

**Project Budget:** \$5,400,000.00

**10. UM– GS 107-302 – Lamar Hall Renovation**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #9** in the amount of \$0.00 and fourteen (14) additional days to the contract of Evan Johnson & Sons Construction, Inc. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 18, 2014

**Change Order Justification:** **Change Order #9** is necessary to add fourteen (14) additional days to correct the final punch list items, complete owners training and commissioning.

**Total Project Change Orders and Amount:** Nine (9) change orders for a total amount of \$482,115.03.

**Project Initiation Date:** August 20, 2009

**Design Professional:** Barlow Eddy Jenkins Architects, P.A.

**General Contractor:** Evan Johnson & Sons Construction, Inc.

**Project Budget:** \$7,800,000.00

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**11. UM– IHL 207-341 – Thad Cochran Natural Products Center – Phase II**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #6R** in the amount of \$264,807.00 and twenty-seven (27) additional days to the contract of Carothers Construction, Inc.

**Staff Approval Date:** February 7, 2014

**Change Order Justification:** **Change Order #6R** is necessary to add steel supports for the new equipment to be located on the roof of the building, to facilitate the supply connection of chilled & hot water services to the center, to help develop a more effective detail & waterproofing system for the subsurface condition, additional reinforcing steel for fabrication of field verified dimensions, boring the sanitary sewer pipe at the southern end of the site, additional roof drains & piping for the entry area on the south elevation, additional steel at the electrical pit and at the roof level mechanical chase, additional 4” communication conduits, modifications to the outlets & transformer connection for the equipment in laboratory 114B, changes to the elevator #1 and #2 doghouses, additional flashing at the window blocking, additional electrical circuits to hand dryers and an additional caulk joint to be added at each joint connection.

**Total Project Change Orders and Amount:** Six (6) change orders for a total amount of \$191,118.00.

**Project Initiation Date:** May 20, 2010

**Design Professional:** Cooke, Douglass, Farr, Lemons Architects & Engineers, P.A.

**General Contractor:** Carothers Construction, Inc.

**Project Budget:** \$40,000,000.00

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**12. UM– IHL 207-348 – Johnson Commons West Renovation**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #11** in the amount of \$132,887.16 and thirty (30) additional days to the contract of Zellner Construction.

**Staff Approval Date:** February 5, 2014

**Change Order Justification:** **Change Order #11** is necessary for chilled water pipe & ceiling revisions to accommodate existing bar joist locations, to modify existing & new construction to allow for reinstallation of a salvaged rotating oven, to furnish & install a thickened, sloped grout bed at exterior balcony 207, an expanded fire sprinkler system to accommodate the addition of a new freight elevator & elevator machine room, additional electrical circuiting for the new kitchen exhaust hoods, to revise & add ornamental fencing at the new mechanical yard, additional finish material to correct tread defects at existing stair S02, to modify existing concrete walk at the bottom of the new SE exterior stair to correct potential uneven bottom rise & additional new curb at the existing NW sidewalk, a new HM door & hardware to replace the damaged existing one at the service elevator machine room E02, to furnish & install fill for new NE planters at the new entrance stairs & ramp, and additional fire alarm devices.

**Total Project Change Orders and Amount:** Eleven (11) change orders for a total amount of \$1,736,008.78.

**Project Initiation Date:** May 19, 2011

**Design Professional:** Tipton Associates, A Professional Architectural Corporation

**General Contractor:** Zellner Construction

**Project Budget:** \$14,500,000.00

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**13. UM– IHL 207-354 – Honors College Renovation and Addition**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Contract Documents** as submitted by The McCarty Company Design Group, P.A.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff **approved request to advertise for receipt of bids.**

**Staff Approval Date:** January 17, 2014

**Project Initiation Date:** March 21, 2013

**Design Professional:** The McCarty Company Design Group, P.A.

**General Contractor:** TBD

**Project Budget:** \$6,600,000.00

**14. UM – IHL 207-361 – Lamar Hall Phase IIB**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #2R** in the amount of \$2,717.39 and zero (0) additional days to the contract of D. Carroll Construction, LLC.

**Staff Approval Date:** January 22, 2014

**Change Order Justification:** **Change Order #2R** is necessary to enlarge the opening in the concrete basement areaway wall for installation of the return air fan and includes credits for a hollow metal door, frame, & hardware and adds for a new overhead coiling door for the enlarged opening, reworking the duct routing at Archeology 141 due to overhead utility obstructions & desired ceiling heights and includes credit for the installation labor of a basement fire/smoke damper that was not required, for furring out an existing concrete wall in Archeology 141 to encase existing conduit & piping and an 18x24 access panel for access to valves to include pricing for relocation of an existing circuit going to the fire pump room that runs through a wall to be demolished, to reverse the swing of office 213 door to accommodate the furniture layout and office use, and to credit for HVAC controls allowance reconciliation.

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**Total Project Change Orders and Amount:** Two (2) change orders for a total amount of \$326,540.39.

**Project Initiation Date:** August 16, 2012

**Design Professional:** Barlow Eddy Jenkins Architects & Engineers

**General Contractor:** D. Carroll Construction, LLC

**Project Budget:** \$7,500,000.00

**15. UM– IHL 207-365 – Kinard Hall Water Storage Tank Replacement at Rebel Drive**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #1** in the amount of \$7,600.00 and zero (0) additional days to the contract of CB&I.

**Staff Approval Date:** February 7, 2014

**Change Order Justification:** **Change Order #1** is necessary to add four (4) 4” pipe penetrations at the top & bottom of the tank as well as penetrations in the upper & lower platforms inside the tank shaft to include doubling the current quantity of cable support brackets up the tank bell, shaft & inside the access tube to accommodate additional cables. Also to provide additional design engineering to check the tank, foundation & handrails for the additional wind loads on the structure itself as a result of additional antenna to be mounted on the roof handrail.

**Total Project Change Orders and Amount:** One (1) change order for a total amount of \$7,600.00.

**Project Initiation Date:** October 18, 2012

**Design Professional:** Engineering Solutions, Inc.

**General Contractor:** CB&I

**Project Budget:** \$2,500,000.00

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**16. UM– IHL 207-370 – Turner Center Basement Renovation**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved the award of contract to D. Carroll Construction, LLC.

**Staff Approval Date:** February 14, 2014

**Project Initiation Date:** August 19, 2010

**Design Professional:** The McCarty Company Design Group, P.A.

**General Contractor:** D. Carroll Construction, LLC.

**Project Budget:** \$1,500,000.00

**17. UM– IHL 207-380– Jeanette Phillips Drive Parking Lot**

**Interim Approval:** In accordance with Board Policy §904 (B) Board Approval, *Interim Chair Approval* was granted by Mr. C. D. Smith, Chair of the Real Estate and Facilities Committee on February 15, 2014 to initiate a project, Jeanette Phillips Drive Parking Lot, and appoint Precision Engineering Corporation as design professional. By expediting the initiation and professional appointment, UM is projecting a savings of \$500,000 by using fill dirt from the excavation of the new Arena project which is currently underway.

**Interim Approval Date:** February 15, 2014

**Design Professional:** Precision Engineering Corporation

**General Contractor:** TBD

**Project Budget:** \$1,450,000.00

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**18. UMMC – IHL 209-532 – Cardiovascular Renovations**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #12** in the amount of \$189,380.00 and ninety-eight (98) additional days to the contract of Fountain Construction Company, Inc.

**Staff Approval Date:** February 14, 2014

**Change Order Justification:** **Change Order #12** is necessary to make design changes to the interior metal signage panels and for interior finishes as specified.

**Total Project Change Orders and Amount:** Twelve (12) change orders for a total amount of \$531,596.84.

**Project Initiation Date:** February 18, 2010

**Design Professional:** Cooke, Douglass, Farr, Lemons Architects & Engineers, P.A.

**General Contractor:** Fountain Construction Company, Inc.

**Project Budget:** \$20,182,526.00

**19. UMMC– IHL 209-550 – Wiser Women’s Urgent Care Renovations**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Schematic Design Documents** as submitted by The McCarty Company Design Group, P.A.

**Staff Approval Date:** February 14, 2014

**Project Initiation Date:** January 16, 2014

**Design Professional:** The McCarty Company Design Group, P.A.

**General Contractor:** TBD

**Project Budget:** \$1,682,000.00

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**20. USM– GS 108-261 – School of Nursing Building**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Contract Documents** as submitted by Studio South/Eley Guild Hardy Architects. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **request to advertise for receipt of bids**. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 14, 2014

**Project Initiation Date:** March 21, 2013

**Design Professional:** Studio South/Eley Guild Hardy Architects

**General Contractor:** TBD

**Project Budget:** \$29,973,708.01

**21. USM– GS 108-267 – College of Business Building**

**Staff Approval #1:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #10** in the amount of \$202,141.62 and thirty-seven (37) additional days to the contract of Hanco Corporation. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval #2:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #11** in the amount of \$12,720.75 and two (2) additional days to the contract of Hanco Corporation. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** February 18, 2014

**Change Order Justification:** **Change Order #10** is necessary for auditorium balcony revisions, for work related to splitting classroom 2008 into two separate classrooms, changing the projection screens, floor plan changes on the 3<sup>rd</sup> floor and adding removable closures to all of the window shade pockets throughout the project. **Change Order #11**



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is necessary for work related to changing the circuitry for the pendant fixture hoists in the auditorium, added electrical requirements for the chemical pumps, and lighting changes.

**Total Project Change Orders and Amount:** Eleven (11) change orders for a total amount of \$525,760.76.

**Project Initiation Date:** March 2, 2005

**Design Professional:** Eley Guild Hardy Architects-Jackson, P.A./Studio South Architects, PLLC – A Joint Venture.

**General Contractor:** Hanco Corporation

**Project Budget:** \$34,000,000.00

**22. ERC– GS 111-049 – Road Improvements**

**Staff Approval:** In accordance with Board Policy §904 (A) Board Approval, Board staff approved **Change Order #8** in the amount of \$30,470.97 and one hundred thirty-seven (137) additional days to the contract of Southern Rock, LLC. Approval is requested from the Bureau of Building, Grounds, and Real Property.

**Staff Approval Date:** January 21, 2014

**Change Order Justification:** **Change Order #8** is necessary for mill & overlay at the south entrance drive, a low spot in parking lot 1 between RI-6 and RCI-33, adding a light pole in the courtyard between the Mississippi Public Broadcasting Building and the Edsel E. Thrash Universities Center Building, to deduct for cement stabilization from stations 51+00 to 53+49, to incorporate cement stabilization to the required 12” sand-clay gravel base 6” deep at 6% from stations 47+00 to 48+50, the full width of the road and to add parking lot striping for all six (6) parking lots.

**Total Project Change Orders and Amount:** Eight (8) change orders for a total amount of \$287,993.77.

**Project Initiation Date:** October 20, 2011

**Design Professional:** W. L. Burle Engineers, P.A.

**General Contractor:** Southern Rock, LLC

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**Project Budget:** \$2,671,283.04

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**SYSTEM - REPORT OF PAYMENTS TO OUTSIDE COUNSEL**

**Legal fees approved for payment to outside counsel in relation to litigation and other matters:**

Payment of legal fees for professional services rendered by Ware/Gasparian (statements dated 4/11/13 and 1/31/14) from the funds of Mississippi State University. (These statements, in the amounts of \$3,000.00 and \$2,500.00, respectively, represent services and expenses in connection with labor certifications.)

**TOTAL DUE.....\$ 5,500.00**

Payment of legal fees for professional services rendered by Evans Petree (statements dated 12/5/13) from the funds of the University of Mississippi. (These statements, in the amounts of \$2,212.50 and \$1,253.75, represent services and expenses in connection with legal advice.)

**TOTAL DUE.....\$ 3,466.25**

**Legal fees approved for payment to outside counsel in relation to patent and other matters:**

Payment of legal fees for professional services rendered by Larry Schemmel (statements dated 1/31/14) from the funds of Mississippi State University. (These statements represent services and expenses in connection with the following patents: "Registration - Bulldog Head" - \$23.75; "Registration - Cowbell in Circle" - \$47.50; "Registration - Miss. State Banner" - \$570.00; "Trademark Project for MSU Entitled (Greenmobile)" - \$822.50; "Remote Sensing Imagery Accuracy Analysis Method and Apparatus" - \$800.00; "MSU-Patent Functional Enhancement of Antimicrobials" - \$2,588.75; "Occidiofungin, a Unique Antifungal Glycopeptide Produced by a Strain of Burkholderia Contaminants" - \$1,446.25; "Occidiofungin, a Unique Antifungal Glycopeptide" - \$451.25; "Oral Vaccination of Fish with Live Attenuated Edwardsiella ictaluri Vaccines" - \$1,282.50; "Crape Myrtle Plant Named (Neshoba)" - \$47.50; "Crape Myrtle Plant Named (Pascagoula)" - \$118.75; "Crape Myrtle Plant Named (Sequoyah)" - \$166.25; "Crape Myrtle Plant Named (Shumaka)" - \$118.75; "Crape Myrtle Plant Named (Tishomingo)" - \$95.00; "National Filing from Occidiofungin PCT Application-China" - \$522.50; "Diethylene Tricarbamide and Diethylene Tricarbamide Formaldehyde Condensation Resins- -Divisional Application" - \$1,498.75; "MSU-Oxime Therapeutics- European National Application" - \$403.75; "Molecular Design and Chemical Synthesis of Pharmaceutical-Ligands and Pharmaceutical Analogs" - \$1,353.75; "Vibrio Assay Kits" - \$65.00; "Fiber Separation from Grain Products including Corn Flour and DDGS using Electrostatic Method" - \$65.00; "Gate Driver for a Normally Off or Normally On SiCJFET using Convolution as a Means for Continuous Two-Pulse Drive" - \$166.25; "Active Gate Driver for Fast Switching Semiconductor

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Transistors” - \$213.75 and “Method for Obtaining Unit Transmission in Nanodevice Electron Propagation” - \$213.75.)

**TOTAL DUE.....\$ 13,081.25**

Payment of legal fees for professional services rendered by Armstrong Teasdale (statement dated 1/16/14) from the funds of the University of Mississippi. (This statement represents services and expenses in connection with the following patent: “Systems and Methods for Detecting Transient Acoustic Signals” - \$612.00.)

**TOTAL DUE.....\$ 612.00**

Payment of legal fees for professional services rendered by Hershkovitz & Associates (statements dated 12/10/13, 12/24/13, 12/27/13, 12/31/13, 1/8/14, 1/17/14 and 2/10/14) from the funds of the University of Mississippi. (These statements represent services and expenses in connection with the following patents: “Highly Selective Sigma Receptor Ligands” - \$2,175.00; “Highly Selective Sigma Receptor Ligands” - \$2,881.25; “Compositions for the Prevention/Prophylactic Treatment of Poison Ivy Dermatitis” - \$2,303.83; “Highly Selective Sigma Receptor Ligands” - \$4,610.00; “Potent Immunostimulatory Extracts from Microalgae” - \$1,065.00; “Compositions for the Prevention/Prophylactic Treatment of Poison Ivy Dermatitis” - \$574.48 and “Highly Selective Sigma Receptor Radioligands” - \$200.00, respectively.)

**TOTAL DUE.....\$ 13,809.56**

Payment of legal fees for professional services rendered by Butler, Snow, O’Mara, Stevens & Cannada (statements dated 9/27/12 and 1/10/14) from the funds of the University of Southern Mississippi. (These statements represent services and expenses in connection with the following patents: “Self-Repairing Oxetane-Substituted Chitosan Polyurethane Networks” - \$989.50 and “Self-Repairing Oxetane-Substituted Chitosan Polyurethane Networks” - \$144.00, respectively.)

**TOTAL DUE.....\$ 1,133.50**

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**1. SYSTEM – COMMISSIONER’S NOTIFICATION OF APPROVAL**

The following items have been approved by the Commissioner on behalf of the Board and are available for inspection in the Board Office.

- a. **USM** - In accordance with Board Policy 707.01 Land, Property, and Service Contracts, “The Commissioner is authorized and empowered to approve non-oil, gas and mineral leases in an amount equal to or less than \$100,000.” On February 5, 2014, the Commissioner granted retroactive approval of a lease renewal with Albert Moore Homebuilders, Inc (Moore). The agreement is for the lease of approximately 3,000 square feet of office space for project staff of the Mississippi Law Enforcement Liaison Office in Pearl, Mississippi, which is affiliated with the Police Traffic Services Law Enforcement program at USM. The purpose of placing staff in this location is to provide technical assistance and on-site training to all Mississippi law enforcement agencies. The lease term is for a twelve (12) month period, October 1, 2013 through September 30, 2014. (USM initially thought that the prior year’s agreement could be automatically renewed if there was no change to the lease cost.) USM will have the option to renew the lease for an additional twelve (12) month period upon ninety (90) days-notice to Lessor, and by obtaining the Commissioner’s approval should the grant funding continue to be made available. USM is paying \$1,650 monthly for the lease of the space. The total cost for the twelve (12) month lease term is \$19,800. In addition, USM is responsible for payment of utilities at the leased premises. This agreement is funded by the Mississippi Office of Highway Safety via a grant from the U.S. Department of Transportation. The Executive Office legal staff have reviewed and approved the contract documents.