



**Northern Kentucky University**  
**Board of Regents Materials**

**April 26, 2017**

# TABLE OF CONTENTS

## MATERIALS

### AGENDA

April 26, 2017, Meeting Agenda .....	3-4
--------------------------------------	-----

### MINUTES

February 14, 2017, Board Meeting Minutes .....	5-6
March 15, 2017, Board Meeting Minutes .....	7-15

### PRESIDENTIAL REPORTS

B-1) Facilities Management Report.....	16-24
B-2) Research/Grants/Contracts Report (January 1, 2017 – February 28, 2017) .....	25-26
B-3) Fundraising Report (July 1, 2016 – January 31, 2017).....	27
B-4) Quarterly Financial Report (July 1, 2016 – March 31, 2017).....	28-39

### PRESIDENTIAL RECOMMENDATIONS

C-1) Academic Affairs Personnel Actions.....	40-63
C-2) Non-Academic Personnel Actions.....	64-68
C-3) Academic Affairs Tenure .....	69-70
C-4) Major Gifts Acceptance.....	71
C-5) Organizational Change (LEAP).....	72
C-6) Naming Recommendation (US Bank, Sandfoss, Simpson, Murgatroyd .....	73-75
C-7) Faculty Emeritus Status Appointments (Dunevant, Myers, Thomas) .....	76-79
C-8) Regents Professorship (Marczinski) .....	80
C-9) Faculty Handbook Amendment (Human Subject).....	81-87
C-10) Faculty Handbook Amendment (Tuition Waiver).....	88
C-11) Faculty Handbook Amendment (Graduate Faculty Status) .....	89
C-12) Faculty Handbook Amendment (Deletion of Section 2.3.3 and 2.3.4).....	90
C-13) New Bachelor of Science Degree in Radiation Therapy .....	91-110
C-14) New Bachelor of Science Degree in Neuroscience .....	111-133
C-15) New Bachelor of Science Degree in Mechatronics Engineering Technology .....	134-162
C-16) New Bachelor of Science Degree in Health Informatics .....	163-189
C-17) New Bachelor of Arts Degree in Environmental Science .....	190-214
C-18) Staff Emeritus (Ziegler).....	215-216
C-19) Bad Debt Write-Off .....	217-218
C-20) Capital Plan.....	219-234
C-21) FY 2017-2018 Tuition and Mandatory Fee Rates .....	235-236
C-22) FY 2017-2018 Schedule of Fees and Service Charges.....	237-266
C-23) Reimbursement Resolution.....	267
C-24) 2017-18 Annual Operating Budget Resolution .....	268-271
C-25) SGA Constitution Revision .....	272-297
C-26) Honorary Degree .....	298

**AGENDA**  
**Northern Kentucky University**

---

**Regents Dinner**  
**Tuesday, April 25, 2017 – 6:00 p.m.**

6:00 p.m.

- Regents Dinner at President's Home (Ft. Thomas, KY)
- 

**Joint Finance and Policy Meeting**  
**NKU, Student Union, 104 – Wednesday, April 26, 2017 – 9:00 a.m.**

9:00 a.m.

**A. Joint Finance and Policy Committee:**

1. Tuition and Fees (Hodges Moore, Hales)
2. FY 2017-2018 Budget (Hodges Moore, Hales)
3. College of Education and Human Services (Ott Rowlands, Reed, Boos, Childs, Kim, Mulligan, Sanders, Sintos Coloma, Zikzad-Terhune)
4. Undergraduate Research and Creativity (Ott Rowlands, Hart, O'Callaghan, Hamill, Alduhailan, Alsubaii, Allameh, Beck, Harrigan)

**Board Lunch (Student Awards)**  
**NKU, Student Union 107 – Wednesday, April 26, 2017 – 11:30 a.m.**

11:30 a.m.

**Board of Regents Meeting**

**NKU, Student Union, 104 – Wednesday, April 26, 2017 – 1:00 p.m.**

1:00 p.m.

- Call to Order
- Roll Call
- Approval of February 14, 2017, Board Minutes
- Approval of March 15, 2017, Board Minutes
- Presidential Comments
- Joint Finance and Policy Committee Summary, Secretary of the Board of Regents
- Audit Committee Report, Secretary of the Board of Regents

1:20 p.m.

**B. Presidential Reports:**

1. Facilities Management Report (Hodges Moore)
2. Research/Grants/Contracts Report (January 1, 2017 – February 28, 2017) (Ott Rowlands)
3. Fundraising Report (July 1, 2016 – January 31, 2017) (Gentry)
4. Quarterly Financial Report (July 1, 2016 – March 31, 2017) (Hodges Moore)

1:40 p.m.

**C. Presidential Recommendations:**

1. \*Academic Affairs Personnel Actions
2. \*Non-Academic Personnel Actions
3. \*Academic Affairs Tenure
4. \*Major Gifts Acceptance
5. \*Organizational Change (LEAP)
6. \*Naming Recommendation (US Bank, Sandfoss, Simpson, Farris, Murgatroyd)
7. \*Faculty Emeritus Status Appointments (Dunevant, Myers, Thomas)
8. \*Regents Professorship (Marczinski)
9. \*Faculty Handbook Amendment (Human Subject)
10. \*Faculty Handbook Amendment (Tuition Waiver)
11. \*Faculty Handbook Amendment (Graduate Faculty Status)
12. \*Faculty Handbook Amendment (Deletion of Section 2.3.3 and 2.3.4)
13. \*New Bachelor of Science Degree in Radiation Therapy
14. \*New Bachelor of Science Degree in Neuroscience
15. \*New Bachelor of Science Degree in Mechatronics Engineering Technology
16. \*New Bachelor of Science Degree in Health Informatics
17. \*New Bachelor of Arts Degree in Environmental Science
18. \*Staff Emerita (Ziegler)
19. \*Bad Debt Write-Off
20. \*Capital Plan
21. \*FY 2017-2018 Tuition and Mandatory Fee Rates
22. \*FY 2017-2018 Schedule of Fees and Service Charges
23. \*Reimbursement Resolution
24. \*2017-18 Annual Operating Budget Resolution
25. \*SGA Constitution Revision
26. \*Honorary Degree

**2:00 p.m.**

**D. Executive Session**

\*Consent Agenda Items - (Items placed on the consent agenda are passed in one motion without discussion. Any Regent may request that an item be removed from the consent agenda for a separate motion by calling Wendy Peek in the Office of the President, 572-5172, by 2 p.m., Monday, April 24, 2017).

**Board of Regents Meeting  
Northern Kentucky University, Student Union, Room 104  
February 14, 2017**

Regent Richard Boehne, Chairman, called the special meeting of the Board of Regents to order at 8:30 a.m., Tuesday, February 14, 2017.

**Roll Call:** Richard Boehne, Richard L. Boyce, Normand Desmarais, Dennis Repenning, W. Lee Scheben, Gregory Shumate, Arnie D. Slaughter, Andr Ward, John William Weber. Absent: Virginia Fox and Terry Mann.

Other Attendees: Geoffrey S. Mearns, Tammy Knochelmann, Joan Gates, Eric Gentry, Mike Hales, Sue Hodges Moore, Daniel Nadler, Sue Ott Rowlands, Kathleen Roberts, Kim Scranage, Lori Southwood, Bill Farrow, Sara Kelley, Amanda Nageleisen, Leah Stewart, Fantasia Mejia, Dwayne Cox, Steve Felix, Liz Mozzocco, Pam Temple, Ian Bolender, Aaron Sharpe, Graham Mitchell, Nick Barrows, Nathan Bolender, Kim Johnson, Kate Murphy, Ann Thompson, Brandon Wheeler, Jennifer McDonough, Adam Clements, Evan Millward, Carrie Cochran, Randy Erwin, Matt Sexton, Mark Hauss, Courtney Phenicie, Dan Crowe, Cathy Dewberry, Rachel Green, Krista Rayford.

**A. Executive Session:**

Regent Andr Ward seconded Regent Richard Boehne’s motion to enter into executive session pursuant to KRS 61.810(1)(g) and KRS 61.810(1)(f). **(Motion carried)**

No other matters were discussed. No final action was taken.

**B. Presidential Recommendations:**

Eric Gentry presented a brief history of WNKU and the financial performance of its operations.

Eric Gentry then proposed that the President be authorized to execute a contract for the sale of WNKE-FM and its assets to Educational Media Foundation. Eric Gentry also proposed that the President be authorized to execute a contract for the sale of WNKU-FM and its assets to Bible Broadcasting Corp.

Following the presentation, the floor was opened to questions and discussions. A number of the people in attendance expressed their concerns about the anticipated sale and their desire to keep the radio station.

A motion was made by Regent Lee Scheben and seconded by Regent John William Weber to approve the following Presidential Recommendations as listed; B-1 and B-2. **(Motion carried unanimously)**

**1. WNKE**

The Board of Regents authorized the President to execute a contract for the sale of WNKE-FM and its assets with Educational Media Foundation (EMF). EMF will purchase WNKE-FM's license, tower and equipment by paying NKU \$700,000.00 plus seventy-five percent (75%) of the net sales proceeds of EMF's anticipated sale of WEKV-FM.

**2. WNKU**

The Board of Regents authorized the President to execute a contract for the sale of WNKU-FM and its assets with Bible Broadcasting Corp. Bible Broadcasting Corp. will pay NKU \$1,900,000.00 to purchase WNKU-FM and its license and equipment at the transmitter site and also pay to lease the tower and transmitter room.

At 10:59 a.m., Regent Lee Scheben seconded Regent John William Weber's motion to adjourn.  
**(Motion carried)**

*Signature On File*

---

**Tammy Knochelmann**  
**Assistant to the President**  
**Office of the President**

I, Richard Boehne, Chair of the Board of Regents of Northern Kentucky University, certify that the foregoing is a true copy of the minutes of the regular meeting held on February 14, 2017, and that such matters are still in force and effect.

*Signature On File*

---

**Richard Boehne**  
**Chairman of the Board of Regents**

**Board of Regents Meeting**  
**Northern Kentucky University, Student Union, Room 104**  
**March 15, 2017**

Regent Richard Boehne, Chair, called the regular meeting of the Board of Regents to order at 1:00 pm, Wednesday, March 15, 2017.

**Roll Call:** Richard Boehne, Richard L. Boyce, Normand Desmarais, Terry Mann, Dennis Repenning, W. Lee Scheben, Gregory Shumate, Arnie D. Slaughter, Andr Ward, John William Weber. Absent: Virginia G. Fox.

Other Attendees: Geoffrey S. Mearns, Ben Jager, Wendy Peek, Tammy Knochelmann, Ken Bothof, Joan Gates, Eric Gentry, Sue Hodges Moore, Daniel Nadler, Sue Ott Rowlands, Kim Scranage, Mike Hales, Lori Southwood, Kevin Kirby, Diana McGill, Cindy Reed, Jeff Standen, Tracy Insko, Chris Bowling, Bill Farrow, Mark Brackman, Sara Kelley, Kathy Stewart, Idna Corbett, Leah Stewart, Russ Kerdolff, Allen Cole, Christian Gamm, Mary Paula Schuh, Syed Zaidi, Tim Sofranko, Jason Vest, Eric Jackson, Greg Hatchett, David Marlo, Gerry St. Amand, Ryan Padgett, Tom McKee, Chris Cole, Atley Smedley, Kaitlyn Schaefer, Debbie Poweleit, Matt Saxton, Janel Bloch, Chris Ogle, David Tataw, Abdou Ndoye, Mark Hansel.

Regent John William Weber seconded Regent Gregory Shumate’s motion to approve the minutes of the January 11, 2017 Board of Regents meeting. **(Motion carried)**

Regent John William Weber seconded Regent Gregory Shumate’s motion to approve the minutes of the January 19, 2017 Board of Regents meeting. **(Motion carried)**

**Presidential Comments:**

Good afternoon.

**Partnership with University of Kentucky and St. Elizabeth Healthcare**

Two weeks ago, we announced a very exciting partnership with the University of Kentucky Medical School and St. Elizabeth Healthcare to establish a regional medical school campus here at NKU.

The UK College of Medicine at Northern Kentucky University will be a fully functioning four-year program, utilizing the same curriculum and assessments as UK’s Lexington campus. On-site faculty will have UK College of Medicine appointments and teach in small groups. They will also provide simulated patient experiences with lectures delivered from Lexington utilizing educational technology. Clinical experiences will occur at St. Elizabeth Healthcare and surrounding community practices.

The program will strive to enroll students from this region, and a certain number of spots will be reserved for NKU undergraduate students who meet the admission standards.

Board of Regents  
March 15, 2017

We are proud to partner with the University of Kentucky and St. Elizabeth Healthcare to leverage our individual strengths to bring professional medical education to the Northern Kentucky region. Among other things, this medical school campus at NKU will help us further the mission of our Health Innovation Center to improve the health of the people that we serve.

### **Outcomes-based Funding Legislation Update**

I am pleased to report that SB153 has passed both the Senate and the House. This historic, transformative legislation will now go to Governor Bevin for his signature.

This legislation is the result of a collaborative effort among the Council on Postsecondary Education, a group of dedicated university presidents, and the Kentucky General Assembly. It will benefit higher education in Kentucky, specifically the students who will enroll in our public universities, as well as the taxpayers who help fund our institutions.

### **Outstanding Civic Education Leader Award**

I would like to congratulate Dr. Ryan Salzman, Assistant Professor of Political Science, for receiving the Outstanding Civic Education Leadership Award from Secretary of State Alison Lundergan Grimes. The Outstanding Civic Education Leadership Award recognizes a teacher, school administrator, educational leader, legislator, or community leader who has “made notable contributions toward promoting or implementing civic learning to prepare students to be engaged and responsible citizens.”

Ryan was chosen among hundreds of other applicants to represent our region for his innovative work in promoting and implementing civic learning that will prepare his student to lead lives of purpose and service. He heads the Future Leader Internship Program – and created a similar summer-away program in Washington D.C. – that brings policy issues to life by giving students access to the leaders of the Commonwealth and the Nation.

Ryan’s dedication to our students and our community is a great example of the faculty members we have here at NKU. We are very lucky to have him.

### **Reappointment, Promotion, and Tenure**

In just a few moments, I will ask you to approve my recommendations regarding the reappointment, promotion and tenure of several of our outstanding faculty members. I’d like to recognize these faculty members who I recommend for tenure and promotion. As you know, this is a significant achievement. I’d like to extend my congratulations to:

- Dr. Kristen Schwarz, Biological Sciences
- Dr. Kebede Gemene, Chemistry
- Dr. Jason Vest, School of the Arts
- Dr. Gabriel Sanders, Kinesiology and Health
- Dr. Tammie Sherry, Teacher Education
- Dr. Catherine Gannon Tagher, Nursing
- Dr. Alain Krapl, Economics and Finance
- Dr. Samuel Goh, Business Informatics
- Professor Sara Drabik, Communication



## Board of Regents

March 15, 2017

- Dr. Stephanie Klatzke, Communication
- Dr. Austin Lee, Communications
- Professor Jennifer Kinsley, Law Instruction

I'd also like to recognize the outstanding faculty members who are being recommended for promotion to full professor:

- Dr. KC Russell, Chemistry
- Dr. William Landon, History and Geography
- Dr. Eric Jackson, History and Geography
- Dr. Seyed Allameh, Physics, Geology and Engineering Technology
- Dr. Morteza Sadat-Hosseiny, Physics, Geology and Engineering Technology
- Dr. Sharyn Jones, Sociology, Anthropology, Philosophy
- Dr. Lenore Kinne, Teacher Education
- Dr. Jaesook Gilbert, Teacher Education
- Dr. Greg Hatchett, Counseling, Social Work and Leadership
- Dr. Stephen Yungbluth, Communication
- Dr. Maureen Doyle, Computer Science
- Dr. James Walden, Computer Science
- Dr. Jang-Chul Kim, Economics and Finance
- Dr. Eileen Weisenbach Keller, Marketing, Sports Business and Construction
- Professor Eric Alden, Law Instruction
- Professor Amy Halbrook, Law Instruction
- Professor Jack Harrison, Law Instruction
- Professor David Singleton, Law Instruction
- Professor Jennifer Kinsley, Law Instruction

### **Military Friendly Campus**

I am proud to report that Northern Kentucky University has been awarded the designation of Military Friendly School by Victory Media, the premier media entity for military personnel transitioning into civilian life. As a 2017 Military Friendly School, NKU is ranked in the top 15 percent of colleges and universities that are working to support military service members, veterans, and dependents as students and ensure their success on campus. This is the seventh consecutive year NKU has received this designation.

My thanks go out to Peg Adams, Director of the Veteran's Resource Station, and all of her staff for establishing an environment where our military students and their family members can find the support that is essential to their successful transition to and success at NKU. Veterans and their families are an integral part of the NKU community, and we will continue to ensure that they have the support and resources they need to be successful

### **Men's Basketball**

Our men's basketball team made history last week in more ways than one. They defeated University of Wisconsin-Milwaukee to earn a berth in the NCAA Tournament in our very first

Board of Regents  
March 15, 2017

year of tournament eligibility. We are only the second team since 1970 to achieve this remarkable feat.

Prior to the Horizon League Tournament, the team set a new school record by winning 21 games this season. This success is due in large part to Horizon League Coach of the Year John Brannen and all of his staff – they’ve done a remarkable job with our student-athletes. Congratulations also to Athletic Director Ken Bothof and his staff for their leadership of the program. But the lion’s share of the credit goes to our outstanding players – our student-athletes. They represent us well on the court and in the classroom.

We learned on Sunday, surrounded by over 500 enthusiastic Norse fans, that the team will travel to Indianapolis on Friday to play the University of Kentucky Wildcats in the first round of the NCAA tournament. The game will start at approximately 9:40pm that evening.

I am very proud of the team and all of their accomplishments this season. They have shown the country what we already know – that there is something special happening here at Northern Kentucky University.

I will conclude with a short video that will put everyone in the proper mood for the game. [VIDEO] Thank you to Jim Nilsson and his staff for putting this video together on such short notice.

Mr. Boehne, that concludes my remarks.

## **B. Presidential Reports:**

### **1. Facilities Management Report (Senior Vice President Sue Hodges Moore)**

- a. Health Innovation Center/Founders Hall Renovation
- b. Replace Campus Light Poles
- c. University Center Ballroom Roof Replacement
- d. Lucas Administrative Center Roof Replacement
- e. Herrmann Science Center HVAC Recommissioning
- f. Greenhouse
- g. Commonwealth Hall Water Heater Replacement
- h. Baseball Field Synthetic Turf
- i. Sustainability
- j. US 27 Development
- k. Student Housing
- l. North Connector Road

### **2. Research, Grants, and Contracts Report (November 1, 2016 – December 30, 2016)** (Provost and Executive Vice President Sue Ott Rowlands).

During the November 1, 2016 through December 30, 2016 time period, 6 grants were awarded. The total amount of money awarded was \$274,287. From January 1, 2016 through December 30, 2016, the cumulative total number of grants awarded is 47 totaling \$4,060,901.

Board of Regents  
March 15, 2017

**3. Fundraising Report (July 1, 2016 through January 31, 2017)** (Vice President Eric Gentry)

The Fundraising Report summarized fundraising resources committed from July 1, 2016 through January 31, 2017 totaling \$3,095,958 in support of the university.

**4. Quarterly Financial Report (July 1, 2016 – December 31, 2016)** (Senior Vice President Sue Hodges Moore)

The Report was reviewed by the Board of Regents Audit Committee in accordance with Article III (D) (2) of the Board of Regents Bylaws.

**5. Organizational Changes Report:**

The organizational changes report reflected the following:

**Academic Affairs – Adult Learner Programs and Services**

The **Adult Learner Programs and Services (ALPS)** office has been created to deliver unique services to NKU's adult population. The ALPS will provide support to non-traditional students in several ways, including assistance throughout the recruitment, admission, and enrollment process; referral services tailored to the needs of adult students; academic coaching and specialized academic advising; advocacy with university processes; and targeted communication with students.

**C. Presidential Recommendations:**

**Consent Agenda Items:** A motion was made by Regent Terry Mann and seconded by Regent John William Weber to approve the following Presidential Recommendations as listed; C-1 through C-13. **(Motion carried)**

**1. Academic Affairs Personnel Actions:**

**a. Administrative Appointments:**

Dr. Diana McGill, from interim dean of the College of Arts and Sciences, to dean of the College of Arts and Sciences effective July 1, 2017; Dr. Patrick Schultheis, from professor and interim chair of the Department of Biological Sciences, to professor and chair of the Department of Biological Sciences, effective January 1, 2017.

**b. Faculty Appointments:**

Mr. David Dunevant, from associate professor in the Music Program in the School of the Arts to associate professor and interim program head of the Music Program in the School of the Arts, effective January 1, 2017; Dr. Andrew Long, from full-time tenure-track associate professor in the Department of Mathematics and Statistics to part-time tenure-track associate professor in the Department of Mathematics and Statistics, effective fall semester, 2017.

**c. Transitions:**

Dr. Shamima Ahmed, from professor and chair in the Department of Political Science, Criminal Justice and Organizational Leadership to professor in the Department of Political Science, Criminal Justice and Organizational Leadership, effective July 1, 2017; Dr. Janaina Siegler Marques Batista, from visiting assistant professor (non-tenure-track) to assistant professor (tenure-track) in the Department of Management, effective January 9, 2017; Dr. Emily Detmer-Goebel, from professor and chair in the Department of English to professor in the Department of English, effective July 1, 2017; Dr. Maureen Doyle, from associate professor and interim chair in the Department of Computer Science to associate professor and chair in the Department of Computer Science, effective January 1, 2017; Dr. Sharyn Jones, from professor and chair in the Department of Sociology, Anthropology and Philosophy to professor in the Department of Sociology, Anthropology and Philosophy, effective July 1, 2017; Dr. Jason Vest, from assistant professor and program head of the Music Program in the School of the Arts to Assistant Provost for Special Projects, effective January 1, 2017; Dr. Roger Zarnowski, from professor and chair in the Department of Mathematics and Statistics to professor in the Department of Mathematics and Statistics, effective July 1, 2017.

**d. Departures:**

Nancy Kersell, non-tenure track renewable Senior Lecturer in the Department of English, effective May 31, 2017.

**e. Retirements:**

Dr. Linda Marquis, professor of accounting in the Department of Accounting and Business Law, effective December 31, 2016; Jill Niemeyer, Lecturer II in the Department of Teacher Education, effective June 30, 2017; Mr. John Valauri, professor of Law in the Chase College of Law, effective spring, 2017. *This recommendation is a correction from the January 2017 Board submission in which Mr. Valauri was incorrectly listed as transitioning from a full time professor to a part-time professor in the Department of Mathematics and Statistics in the College of Arts and Sciences.*

**f. Phased Retirements:**

Professor Carol Furnish, professor in the Chase College of Law, beginning July 1, 2017 and terminating on June 30, 2019; Dr. Mary Kirk, professor in the Department of Kinesiology and Health, beginning spring 2018 and terminating at the end of fall semester 2019; Dr. J. Robert Lilly, professor in the Department of Sociology, Anthropology and Philosophy, beginning fall 2017 and terminating at the end of fall semester 2019; Dr. Kimberly McErlane, associate professor in the Department of Advanced Nursing Studies, College of Health Professions, beginning January 1, 2018 and terminating December 31, 2019; Professor P. Andrew Miller, professor in the Department of English, beginning fall semester 2017 and terminating at the end of spring semester

2018; Dr. John Rankin, professor in the Department of Mathematics and Statistics, beginning fall semester 2017 and terminating at the end of the spring semester 2019. Dr. J. Gaut Ragsdale, professor in the Department of Communication, College of Informatics, beginning fall semester 2017 and terminating at the end of the spring semester 2019; Professor Sandra L. Turkelson, associate professor in the Department of Nursing, College of Health Professions, beginning spring semester 2018 and terminating at the end of the fall semester 2019.

**g. Temporary Faculty Appointments:**

Ms. Lynissa Hillman, College of Arts and Sciences, Department of Sociology, Anthropology effective spring 2017; Mr. Johnny Maynard, College of Informatics, Department of Computer Science effective spring 2017; Dr. Jongsoo Park, College of Arts and Sciences, Department of Political Science, Criminal Justice and Organizational Leadership effective spring semester 2017; Dr. Kayla Steltenkamp, College of Education and Human Services, Department of Teacher Education effective spring 2017.

**2. Academic Affairs Reappointment, Promotion, and Tenure:**

The Board of Regents approved recommendations on reappointment, promotion and tenure.

**3. Non-Academic Personnel Actions:**

The following categories of non-academic personnel actions which occurred between November 29, 2016 and February 13, 2017 received approval by the Board of Regents: Activations/Rehires; Reassignments, Reclassifications, Title/Status Changes, Promotions; Transfers; Contract/Temporary to Regular & Regular to Contract; Departures; Retirees; Administrative/Executive

**4. Major Gifts Acceptance:**

The Board of Regents accepted contributions totaling \$942,861.94 received by the NKU Foundation Inc. for the benefit of Northern Kentucky University during the period October 31, 2016 through January 31, 2017.

**5. Naming Recommendations (Murgatroyd, Young, Caddell, Steinman):**

(1) The naming of a scholarship in support of scholarships and Pi Kappa Alpha national conference registration support for members in good standing in the Rho Eta Chapter of Pi Kappa Alpha fraternity “The Rho Eta Chapter/Pi Kappa Alpha – Richard L. Murgatroyd Endowed Scholarship”.

(2) The naming of a scholarship in support of an incoming student with a declared major in the College of Informatics. “Katy Young Memorial Scholarship”.

Board of Regents

March 15, 2017

(3) The naming of an endowed scholarship in support of students pursuing a degree in Finance or Economics. “Heritage Bank Endowed Scholarship honoring Arnold E. Caddell, Founder”.

(4) The naming of an endowment to support a scholarship for an incoming student from the Boys and Girls Club of greater Cincinnati. “The Steinman Family Endowed Scholarship”.

**6. Faculty Emeritus Status Appointments (Curtin, Moynahan, Neely, Snyder):**

The Board of Regents approved the Emeritus status for the following individuals.

**Dr. Dan Curtin**, professor in the Department of Mathematics and Statistics, effective May 17, 2017; **Dr. Patrick Moynahan**, associate professor in the Department of Communication, effective February 17, 2017; **Dr. Charlotte Neely**, professor in the Department of Sociology, Anthropology and Philosophy, effective May 17, 2017; **Dr. Robert Snyder**, professor in the Department of Management, effective May 17, 2017.

**7. Honorary Degree:**

The Board of Regents approved that Virginia Fox receive an Honorary Doctorate of Education.

**8. Honors College:**

The Board of Regents approved changing the status of the honors program to an Honors College.

**9. Faculty Senate Constitution:**

The Board of Regents approved the revised Faculty Senate constitution.

**10. Dissolution of NorseCo:**

The Board of Regents approved NorseCo will be dissolved and removed from the Office of Graduate Education, Research, and Outreach.

**11. Organizational Chart:**

The Board of Regents approved the organizational chart which reflects all NKU Administrative updates through March 15, 2017.

**12. WNKE:**

The Board of Regents authorized the President to execute a contract for the sale of WNKEFM and its assets with Educational Media Foundation (EMF). EMF will purchase WNKE-FM’s license, tower and equipment by paying NKU \$700,000.00 plus seventy-five percent (75%) of the net sales proceeds of EMF’s anticipated sale of WEKV-FM.

**13. WNKU:**

The Board of Regents authorized the President to execute a contract for the sale of WNKUFM and its assets with Bible Broadcasting Corp. Bible Broadcasting Corp. will pay NKU \$1,900,000.00 to purchase WNKU-FM and its license and equipment at the transmitter site and also pay to lease the tower and transmitter room.

**D. Executive Session:**

Regent Richard Boyce seconded Regent Richard Boehne's motion to enter into executive session pursuant to KRS 61.810(1)(c) and (f). (**Motion carried**)

No other matters were discussed. No final action was taken.

**E. Board Recommendation:**

The Board recommended that Mr. Gerry St. Amand be appointed as interim President for Northern Kentucky University.

Regent John William Weber seconded Regent Terry Mann's motion to appoint Gerry St. Amand the interim President for Northern Kentucky University.

At 3:20 p.m., Regent Gregory Shumate seconded Regent John William Weber's motion to adjourn. (**Motion carried**)

Signature on File  
**Wendy J. Peek**  
**Senior Administrative Assistant**  
**Office of the President**

Signature on File  
**Benjamin Jager**  
**Executive Assistant to the President/**  
**Secretary to the Board of Regents**

I, Rich Boehne, Chairman of the Board of Regents of Northern Kentucky University, certify that the foregoing is a true copy of the minutes of the regular meeting held on March 15, 2017, and that such matters are still in force and effect.

Signature on File  
**Richard Boehne**  
**Chairman of the Board of Regents**

## **FACILITIES MANAGEMENT REPORT**

### **1. Health Innovation Center/Founders Hall Renovation**

The 2014 General Assembly provided \$97 million in state bond funding for design and construction of the Health Innovation Center project which includes the full renovation of Founders Hall. A gift of \$8 million from St. Elizabeth Healthcare has increased available project funds to \$105,000,000.

The Health Innovation Center will be a comprehensive health science education and applied research facility located in the core of NKU's campus. The project will position the university to be a leader in this field, to enroll and graduate professionals trained for the changing face of health education and wellness. To meet these goals, the university's approach is collaborative and interdisciplinary, involving numerous academic disciplines, including those in health, social science, information science, and the physical and life sciences.

Upon completion, the building will be light-filled, open and inviting. It will feature active learning classrooms as well as spaces designed to advance nursing and health science education, including a clinical suite; medical simulation suite; nursing, radiology and respiratory skills labs; a biopsychology and a neuroscience lab; advanced kinesiology lab; movement studio; innovation studios; offices; and a café and spaces designed to build community. The building features a dramatic split-level public space which connects the Central Plaza with the West Quad. The new building has been planned as a pair of wings or lofts oriented along the east-west direction to optimize solar orientation. The lofts are positioned directly adjacent to Founders Hall, creating multiple collaborative common areas. They are connected via bridges to Founders Hall across a narrow four story atrium space, joining the new construction with the existing building. A large skylight at the roof level will allow natural daylight to spill down through the atrium space.

#### **Construction Progress**

**Health Innovation Center:** The major mechanical and electrical equipment has been placed and distribution infrastructure is well underway. The elevator shafts are framed and elevator installation has begun.

Work continues on the exterior envelope. Installation of the curtain wall has progressed well and the vertical glazing of the atrium skylight is underway. Once the glass installation is complete, the addition will be weather tight and interior work can begin.

**Founders Hall:** The 5<sup>th</sup> floor walls are painted and the ceiling grid is installed. The 4<sup>th</sup> floor walls are being painted and the ceiling grid preparation has begun. 3<sup>rd</sup> floor walls are being dry walled and the mechanical and electrical rough-in is complete. 2<sup>nd</sup> and 1<sup>st</sup> floors are in various stages of wall framing and mechanical/electrical rough-in. The opening between buildings on all floors has been cut in. All structural work is complete.



## **Health Innovation Center/Founders Hall Renovation – Continued**

The project is currently on schedule and within budget.

Architects: CO Architects/GBBN

Engineers: CMTA Consulting Engineers, THP, Kleingers & Associates

Special Consultants: Sextant Group, Capital Projects Group, Vivian Llambi, SM&W

Construction Manager: Turner Construction

Scope: \$105,000,000

Anticipated Completion: Spring 2018



Webcam Photo of Construction Site



Aerial Photo of Construction Site

## 2. Herrmann Science Center HVAC Recommissioning

Currently, negative air pressure in the building makes exterior doors difficult to open during certain operating conditions. ZH Commissioning, a professional commissioning firm, will retro-commission the HVAC system, fume hoods and related controls in the Science Center. Their recommendations will be designed to improve system operating efficiency and door operation. Retro-commissioning will identify operational and system improvements that will increase occupant comfort and save energy. This funding is for the commissioning study only; recommended projects will be undertaken in a future implementation phase.

ZH Commissioning issued their final report and presented their finding in February. Some of the recommended changes such as scaling of variable sequence drives, static pressure set point changes, and sequence changes to the interface between the building automation system and smoke evacuation system will be handled in house. More costly recommendations will be evaluated for potential inclusion in the Energy Savings Performance Contract.

Commissioning Agent: ZH Commissioning

Scope: \$70,000

Anticipated Completion: April 2017

## 3. Greenhouse

Operations & Maintenance's greenhouse, formerly located at the Maintenance Building on Campbell Drive, was demolished last spring to make way for the Connector Road project. After evaluation of various options, the former Highland Heights Maintenance Garage at 203 Johns Hill Road is being converted to a greenhouse. Right-of-way funds from the Connector Road are the source of funds for this work.

Construction of the Greenhouse by the Operations & Maintenance staff is essentially complete and the facility is operational. Minor interior and exterior adjustments will be made over the next month to finish the structure. In the spring, as weather permits, exterior fencing and landscaping will be installed to secure the building and improve its appearance.

Structural Engineer: Advantage

Group Engineers

Scope: \$75,000

Completion: May 2017



#### **4. Condensate Leak Repair**

The Power Plant pumps steam to BB&T Arena to provide heat and hot water to the building. The condensate line, which returns hot water to the Power Plant and runs under University Drive, is failing and needs to be repaired or replaced. A camera was run through the line and this scope confirmed a series of holes spanning over twenty feet of pipe, rather than a single break, as the source of the leak. The leak is degrading operating efficiency, requiring additional chemicals be added to the system, and increasing water usage.

Staggs & Fisher is currently evaluating options to line the current pipe, replace it, or decentralize the BB&T Arena from the Power Plant. A report on the feasibility of these options is anticipated in early April. Once the report is received, decisions can be made on how to proceed.

Engineer: Staggs & Fisher (S&F)

Contractor: TBD

Scope: \$15,000 (S&F only) excludes repair costs

Anticipated Completion: TBD – S&F preliminary report will help determine this.

#### **5. Ceramics and Sculpture Building HVAC Replacement**

The Ceramic Building's HVAC system is at the end of its useful life. There are eight custom building air handlers with fresh/return air mixing boxes and hot water heating coils along with three mini-split heat pumps to be replaced. The units are increasingly becoming unreliable, failing more quickly than they can be repaired, and the refrigerant is being phased out, causing the price to increase dramatically. Because the cooling units are at times inoperable, building occupants have been using fans and propping the doors open during warm weather.

This project was posted for bids in late March 2017.

Contractor: TBD

Scope: \$317,000 estimate

Anticipated Completion: September 2017

#### **6. Energy Savings Performance Contract**

In September 2016, an RFP was issued to select an ESCO (Energy Savings Contractor) to serve as a partner on a potential Energy Savings Performance Contract (ESPC). This project will include a number of measures, yet to be determined, that will reduce utility costs and funded through this cost avoidance. Of the two shortlisted ESCOs who made presentations in February 2017, CMTA was selected. CMTA has begun a comprehensive technical energy audit to identify potential energy conservation measures. Results of the audit and recommended ECMs (Energy Saving Measures) are scheduled to be submitted to the University by mid-May. The University will then determine the scope of the project and begin working with CMTA on developing a formal contract and project specifications.

## **Energy Savings Performance Contract – Continued**

Engineer: CMTA Energy Solutions

Scope: TBD

Anticipated Completion: TBD

### **7. Norse Hall/Norse Commons Chiller Replacement**

Norse Hall and Norse Commons are cooled with one 225 ton chiller, installed in 1992 when the buildings were constructed. The unit, past the expected 20 year life, needs \$7,000 in non-critical repairs, uses obsolete refrigerant, and often requires replacement parts that are obsolete. The recommendation for its replacement was made by TRANE service technicians and duly supported by in-house operations staff. Replacement is considered necessary for maintaining a comfortable environment for students and to avoid emergency replacement. Funding will replace the chiller, cooling tower, and related electrical and plumbing connections.

PHB (Pack, Hannaford & Briggs) was awarded the contract in March and installation is scheduled for May 2017.

Engineer: CMTA Consulting Engineers

Contractor: PHB

Scope: \$385,000

Anticipated Completion: June 2017

### **8. Norse Hall, Norse Commons, and Woodcrest Water Heater Replacements**

Norse Hall, Norse Commons and Woodcrest, constructed in 1992, are each equipped with one water heater that feed 1,000 gallon storage tanks for distribution throughout each building complex. These 24 year old water heaters are well past their 15 year life expectancy. If a heater fails, the impacted buildings will be without hot water until an emergency replacement is installed at potentially a much higher cost. Funding will replace the heaters with similar units to ensure uninterrupted service to the residence halls and cafeteria.

CMTA is currently working on the design drawings and preparing bid documents.

Engineer: CMTA Consulting Engineers

Contractor: TBD

Scope: \$162,000 estimate

Anticipated Completion: August 2017

## **9. Sustainability**

Saturday, April 22<sup>nd</sup> marks the beginning of the Earth Week celebrations on campus. These will include a Day of Service on April 22<sup>nd</sup> (student-led campus clean-up) and collaboration with the School of the Arts in which students create 10-minute plays inspired by sustainability. Also among the 2017 Earth Week activities is the debut of the University's first Sustainability Strategy, a five-year guiding document for building and enhancing the sustainability of our campus community. The strategy includes six goals, listed below:

- Demonstrate responsible stewardship of natural resources
- Empower the campus community to enhance the University's culture of sustainability
- Increase and strengthen sustainability education and exploration
- Invest in sustainability
- Increase participation in, and access to, initiatives that promote social and ecological vitality
- Expand external partnerships that inform NKU sustainability efforts and strengthen our regional impact

In an effort to remain transparent and reflect the needs and strengths of the institution, we expect to formally review and update the Sustainability Strategy every five years.

NKU was represented at the Smart and Sustainable Campus Conference in March at the University of Maryland, College Park. Tess Phinney, NKU Sustainability Manager, presented the NKU Book Connection and sustainability collaboration to sustainability practitioners from across the country.

## **10. US 27 Development/Student Housing**

Fairmount Properties has been working over the last six months on planning for the 12-acre US 27 Development project. The development will be a mixed-use development with a pedestrian-friendly, ground floor street presence of about 30,000 square feet. Current planning for the site includes office and a mix of full-service and fast casual restaurant type retail tenants, a 100-110 room hotel, about 150-200 market rate apartments, and parking. Retail uses will result in a safe, active pedestrian experience complete with al fresco dining on patios, sidewalk amenities, public art installations and an urban environment that embraces the notion of a unique street experience. Fairmount supports their retail and business partners with public spaces meant to inspire spontaneous interaction and accommodate events such as festivals and performances.

Efforts over the last several months have included extensive networking with the local and regional community, including discussions with possible tenants; meetings with the Transportation Cabinet, TANK, Tri-Ed, the Chamber, and city and county officials; and, work to calculate the TIF (Tax Increment Financing) proceeds of the development, which is key to the type of parking that can be constructed on the site.

## **US 27 Development/Student Housing – Continued**

Fairmount Properties has developed over one million square feet of mixed-use facilities within university environments, developing campus gateways, reinventing campus edge districts, and aiding in the recruitment and retention missions of its university partners, including the College Town at the University of Rochester and College Town Kent.

### **Student Housing**

Negotiations with ACC continue as we work to increase the University's residential capacity beyond the current 2,004 beds. Discussions include consideration of options for upgrading existing residential facilities to resolve deferred maintenance needs. Affordability is a continuing priority as we consider options. Financial discussions will continue over the next two to three months.

## **11. North Connector Road**

Bray Construction is the contractor for this long-awaited federally funded project. The North Connector, with a construction cost of \$10.6 million and the first phase of the overall \$30 million project, is well underway. The one-mile long North Connector Road begins at a roundabout intersection at Three Mile Road, climbs the hill and crosses between the Maintenance Building and Campbell Hall as it runs along the west side of the new intramural fields, west of Woodcrest and through the western gravel section of parking lots L, K, A and G; ending at a new roundabout at Johns Hill Road. The road includes an 8 foot wide combination sidewalk/bike lane on the campus side of the road. Johns Hill Road will include bike lanes and sidewalks extending to the I-275 overpass.

Roundabout construction at the Connector Road's intersections with both Three Mile Road and Johns Hill Road will begin in April. Construction is expected to be complete in late fall 2017.

A second section of the Connector Road, the south section, will be bid later and will extend south of Johns Hill Road over a mile, connecting with Pooles Creek Road near its intersection with AA Highway. The Connector Road was a high priority of both the 2000 and 2009 Master Plans and upon completion, will resolve traffic congestion in the core area of campus.

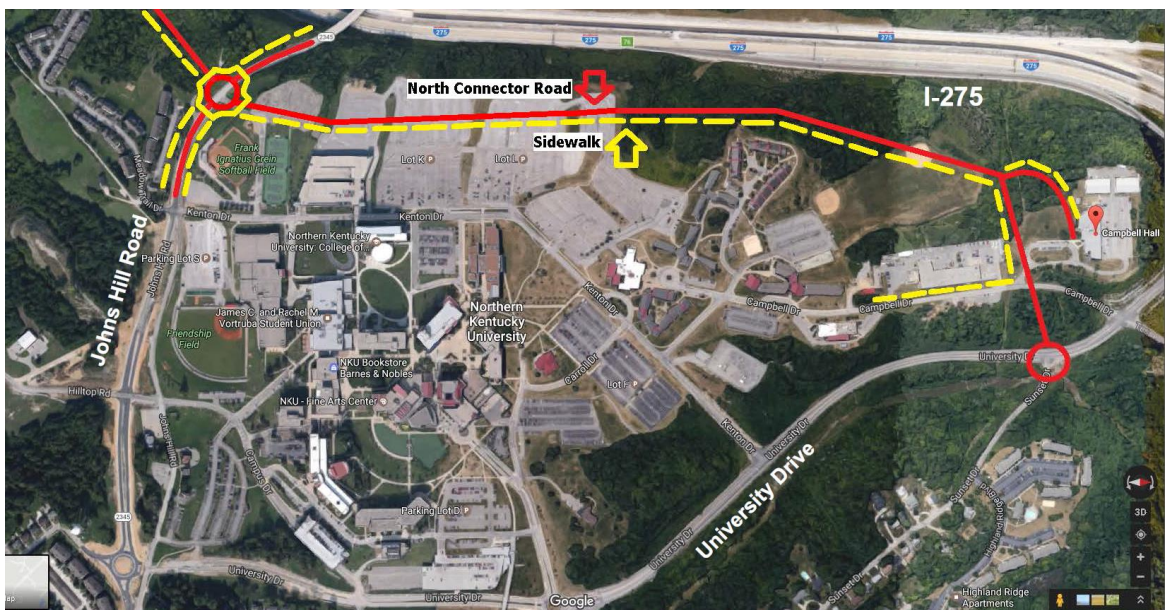
With the anticipated completion of the Connector Road, the parking lots along the west side of campus, between the new Connector Road and Kenton Drive, will be redesigned. The project will include lighting and landscaping. Phase I of this project, which will encompass the reconstruction of Lot K with storm drainage, curbs, landscaping and access to the Connector Road and the Kenton Garage, were bid in April. Construction will begin in mid-May and be complete prior to the start of the fall semester.



## North Connector Road – Continued



North Connector Road Aerial Photo



North Connector Road Satellite Image

North Connector Road – Continued



Rendering of Redesigned Parking Lot F



**OFFICE OF RESEARCH, GRANTS, AND CONTRACTS REPORT**

The attached report lists the grants awarded, with the amount awarded for each grant, for NKU faculty and staff for January 1, 2017 through February 28, 2017, Fiscal Year 2016-17:

- During the January 1, 2017 through February 28, 2017 time period, **9** grants were awarded. The total amount of money awarded was **\$118,574**.
- From July 1, 2016 through February 28, 2017, the cumulative total number of grants awarded is **56** totaling **\$4,179,475**.

**NKU Office of Research, Grants and Contracts**  
**Grants Awarded Funding - January 1, 2017 thru February 28, 2017**  
**FY 2016-17**

<u>Category</u>	<u>Type</u>	<u>College/Administrative Office Department</u>	<u>Project Title</u>	<u>Sponsor</u>	<u>Sponsor Total</u>
<i>Administration and Finance</i>					
Public Service	New	University Police	Northern Kentucky University Police Taser Project	Kentucky Office of Homeland Security	<b>\$16,701</b>
<i>College of Arts &amp; Sciences</i>					
Basic Research	Continuation	Psychological Science	KBRIN Lead Faculty Activities Supplemental Funds	Kentucky Biomedical Research Infrastructure Network	<b>\$22,871</b>
Basic Research	Continuation	Physics and Geology	Astrophysical Consortium	Astrophysical Research Consortium	<b>\$33,200</b>
Basic Research	New	Sociology, Anthropology and Philosophy	Genetic Analyses of Bonobo Demography and Community Structure at Lyema (Lomako, DRC)	Leakey Foundation	<b>\$25,000</b>
Instruction	New	Biological Sciences	Toxicology Summer Internship	Society of Toxicology	<b>\$1,300</b>
<i>College of Health Professions</i>					
Public Service	New	Nursing	NACU Smoking Cessation	Northern Kentucky Health Department	<b>\$2,422</b>
<i>Facilities Management</i>					
Public Service	New	Operations & Maintenance	NKU Streamlining Recycling Pilot	PepsiCo	<b>\$10,000</b>
<i>Student Affairs</i>					
Public Service	New	Student Services	NKU Warrior Run	Warrior Run	<b>\$5,080</b>
<i>Vice Provost for Graduate Education, Research &amp; Outreach</i>					
Institutional Support	Continuation	Scripps Howard Center for Civic Engagement	Scripps Internship	Scripps Howard Foundation	<b>\$2,000</b>
<b>Total Number of Awards</b>		<b><u>9</u></b>		<b>Total Funds Awarded</b>	<b><u>\$ 118,574</u></b>

*Total Number of Awards  
FY 2016-17*

**56**

*Total Funds Awarded  
FY 2016-17*

**\$4,179,475**  
26

**FUNDRAISING REPORT**

The attached Fundraising Report **summarizes fundraising resources committed from July 1, 2016 through March 28, 2017 totaling \$4,195,501** in support of the university.

The report includes:

1. Resources in support of the colleges, Health Innovation Center, Steely Library, Go Norse Fund, NKU Fund For Excellence, Academic Affairs & University Designated Initiatives, Student Affairs, University Wide Student Aid, and WNKU.
2. Resources for Fiscal Year 2017.

**Fundraising Resources FY 17 to Date by Designation  
For the Period 7/01/16 - 3/28/17**

<b>Designation</b>		<b>FY17</b>
College of Arts and Sciences	\$	1,025,774
College of Business	\$	202,561
College of Education & Human Services	\$	65,326
College of Health Professions	\$	280,028
College of Informatics	\$	680,508
Chase College of Law	\$	340,657
Go Norse Fund	\$	430,022
Steely Library	\$	29,369
NKU Fund for Excellence	\$	130,243
Academic Affairs & University Designated Initiatives	\$	54,473
Student Affairs	\$	7,334
University Wide Student Aid	\$	296,275
WNKU (membership & underwriting)	\$	652,931
<b>Total</b>	<b>\$</b>	<b>4,195,501</b>

# **NORTHERN KENTUCKY UNIVERSITY**

## **QUARTERLY FINANCIAL REPORT**

**FOR THE PERIOD JULY 1, 2016 THROUGH MARCH 31, 2017**

**Northern Kentucky University**  
Quarterly Financial Report

Table of Contents

Financial Statements

Statement of Net Position

Statement of Revenues, Expenses, and Changes in Net Position

Management Reports

Condensed Statements excluding required GASB Pension Reporting

Current Unrestricted Fund Schedule of Revenue

Current Unrestricted Fund Schedule of Expenditures

Current Restricted Fund Schedule of Expenditures

Schedule of Bonds and Leases Payable

Schedule of Current Investments

Northern Kentucky University  
A Component Unit of the Commonwealth of Kentucky  
Statements of Net Position  
March 31, 2017 and 2016  
*(in thousands)*

	<b>3/31/2017</b>	<b>3/31/2016</b>
<b>ASSETS</b>		
Current Assets		
Cash and cash equivalents	\$ 109,725	\$ 113,452
Notes, loans and accounts receivable, net	9,114	8,931
Other current assets	1,343	1,385
Total current assets	120,182	123,768
Noncurrent Assets		
Cash and cash equivalents	16,872	16,903
Investments	12,649	11,782
Notes, loans and accounts receivable, net	1,369	1,421
Capital assets, net	355,348	343,928
Other noncurrent assets	179	150
Total noncurrent assets	386,417	374,184
Total assets	506,599	497,952
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
	29,176	13,380
<b>LIABILITIES</b>		
Current Liabilities		
Accounts payable, accrued liabilities and deposits	14,359	16,846
Unearned revenue	1,527	1,337
Long-term liabilities-current portion	870	664
Total current liabilities	16,756	18,847
Noncurrent Liabilities		
Deposits	12,698	12,639
Unearned revenue	95	283
Long-term liabilities	121,936	126,924
Net pension liability	247,081	224,377
Total noncurrent liabilities	381,810	364,223
Total liabilities	398,566	383,070
<b>DEFERRED INFLOWS OF RESOURCES</b>		
	4,282	5,381
<b>NET POSITION</b>		
Net investment in capital assets	238,775	219,964
Restricted		
Nonexpendable	7,616	7,616
Expendable	3,822	4,419
Unrestricted	(117,286)	(109,118)
Total net position	\$ 132,927	\$ 122,881

**Northern Kentucky University**  
**A Component Unit of the Commonwealth of Kentucky**  
**Statements of Revenues, Expenses and Changes in Net Position**  
For the Quarter Ended March 31, 2017 and 2016  
*(in thousands)*

	<u>3/31/2017</u>	<u>3/31/2016</u>
<b>OPERATING REVENUES</b>		
Student tuition and fees (net of scholarship allowances of \$38,871, in 2017 and \$37,957 in 2016)	\$ 97,258	\$ 97,529
Federal grants and contracts	2,328	2,653
State and local grants and contracts	1,872	2,056
Nongovernmental grants and contracts	2,020	2,046
Sales and services of educational departments	3,659	2,834
Auxiliary enterprises		
Housing and food service (net of scholarship allowances of \$1,697 in 2017 and \$1,657 in 2016)	9,672	9,998
Other auxiliaries	3,616	3,223
Other operating revenues	<u>6,428</u>	<u>5,614</u>
Total operating revenues	<u>126,853</u>	<u>125,953</u>
<b>OPERATING EXPENSES</b>		
Educational and general		
Instruction	53,185	57,142
Research	918	1,111
Public service	9,346	9,153
Libraries	4,700	4,770
Academic support	12,565	12,470
Student services	17,984	19,894
Institutional support	20,029	19,948
Operation and maintenance of plant	12,265	12,249
Depreciation	12,645	12,584
Student aid	15,739	15,340
Auxiliary enterprises		
Housing and food service	3,549	3,034
Other auxiliaries	1,356	848
Auxiliary depreciation	2,268	2,212
Other expenses	<u>101</u>	<u>137</u>
Total operating expenses	<u>166,650</u>	<u>170,892</u>
Net income (loss) from operations	<u>(39,797)</u>	<u>(44,939)</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>		
State appropriations	37,083	38,830
Federal grants and contracts	17,330	18,540
State and local grants and contracts	10,196	10,011
Private gifts and grants	192	11
Investment income (loss)	1,516	(468)
Interest on capital asset-related debt	(3,279)	(3,217)
Other nonoperating revenues (expenses)	<u>(317)</u>	<u>971</u>
Net nonoperating revenues	<u>62,721</u>	<u>64,678</u>
Income (loss) before other revenues, expenses, gains or losses	<u>22,924</u>	<u>19,739</u>
Capital appropriations	19,565	10,046
Capital grants and gifts	124	313
Total other revenues	<u>19,689</u>	<u>10,359</u>
Increase (decrease) in net position	<u>42,613</u>	<u>30,098</u>
<b>NET POSITION</b>		
Net position-beginning of year	90,314	92,783
Net position-end of year	<u>\$ 132,927</u>	<u>\$ 122,881</u>

**Condensed Statement of Net Position  
Management Use Only  
Excludes required GASB Pension Reporting**

	<u>3/31/2017</u>	<u>3/31/2016</u>
<b>ASSETS</b>		
Current assets	\$ 120,182	\$ 123,768
Capital assets, net	355,348	343,928
Noncurrent assets	31,069	30,256
Total assets	<u>506,599</u>	<u>497,952</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
	<u>3,736</u>	<u>924</u>
<b>LIABILITIES</b>		
Current liabilities	16,756	18,847
Noncurrent liabilities	134,729	139,846
Total liabilities	<u>151,485</u>	<u>158,693</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
	<u>1,680</u>	<u>2,371</u>
<b>NET POSITION</b>		
Net investment in capital assets	238,775	219,964
Restricted		
Nonexpendable	7,616	7,616
Expendable	3,822	4,419
Unrestricted	106,957	105,813
Total net position	<u>\$ 357,170</u>	<u>\$ 337,812</u>

**Condensed Statement of Revenues, Expenses and Changes in Net Position**

	<u>3/31/2017</u>	<u>3/31/2016</u>
<b>OPERATING REVENUES</b>		
Student tuition and fees, net	\$ 97,258	\$ 97,529
Grants and contracts	6,220	6,755
Sales and services of educational departments	3,659	2,834
Auxiliary enterprises	13,288	13,221
Other operating revenues	6,428	5,614
Total operating revenues	<u>126,853</u>	<u>125,953</u>
<b>OPERATING EXPENSES</b>		
Educational and general	146,731	152,077
Depreciation	12,645	12,584
Auxiliary enterprises (including depreciation)	7,173	6,094
Other expenses	101	137
Total operating expenses	<u>166,650</u>	<u>170,892</u>
Net loss from operations	<u>(39,797)</u>	<u>(44,939)</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>		
State appropriations	37,083	38,830
Gifts, grants and contracts	27,718	28,562
Investment income	1,516	(468)
Interest on capital asset-related debt	(3,279)	(3,217)
Other nonoperating revenues (expenses)	(317)	971
Net nonoperating revenues	<u>62,721</u>	<u>64,678</u>
Income (loss) before other revenues, expenses, gains or losses	<u>22,924</u>	<u>19,739</u>
Capital appropriations	19,565	10,046
Capital grants and gifts	124	313
Total other revenues	<u>19,689</u>	<u>10,359</u>
Increase (decrease) in net position	<u>42,613</u>	<u>30,098</u>
Net position-beginning of year as previously reported	90,314	92,783
Add back effect of Pension	<u>224,243</u>	<u>214,931</u>
Net position-end of period	<u>\$ 357,170</u>	<u>\$ 337,812</u>

\*This report is provided to allow comparability to the prior year due to the GASB pension requirement in 2015.



# NORTHERN KENTUCKY UNIVERSITY

## Current Unrestricted Fund

### Schedule of Revenue, Budgeted and Actual

For the Period from July 1, 2016 to March 31, 2017

With Comparative Prior Year Data

	Fiscal Year 2016/17			Fiscal Year 2015/16		
	Revised Budget	Actual Revenue	% of Bgt	Revised Budget	Actual Revenue	% of Bgt
<b>STUDENT TUITION AND FEES</b>						
Tuition - Summer	\$ 9,782,453	\$ 4,253,877	43 %	\$ 9,574,600	\$ 3,864,877	40 %
Tuition - Fall	64,667,815	64,992,803	101	64,368,417	64,367,039	100
Tuition - Spring (Including Winter)	59,994,845	59,490,395	99	57,927,834	59,673,674	103
Mandatory Fees	4,627,956	4,354,145	94	4,654,000	4,443,049	95
Class Fees	3,337,748	3,038,694	91	3,434,932	3,137,524	91
<b>TOTAL STUDENT TUITION AND FEES</b>	<b>\$ 142,410,817</b>	<b>\$ 136,129,914</b>	<b>96 %</b>	<b>\$ 139,959,783</b>	<b>\$ 135,486,163</b>	<b>97 %</b>
<b>STATE APPROPRIATIONS GENERAL</b>	<b>\$ 46,353,400</b>	<b>\$ 37,082,800</b>	<b>80 %</b>	<b>\$ 48,537,600</b>	<b>\$ 38,830,100</b>	<b>80 %</b>
<b>SALES AND SERVICES OF EDUCATIONAL ACTIVITIES</b>	<b>\$ 5,735,886</b>	<b>\$ 3,658,886</b>	<b>64 %</b>	<b>\$ 5,334,036</b>	<b>\$ 2,834,014</b>	<b>53 %</b>
<b>SALES AND SERVICES OF AUXILIARY ACTIVITIES</b>	<b>\$ 16,319,579</b>	<b>\$ 14,984,431</b>	<b>92 %</b>	<b>\$ 16,116,913</b>	<b>\$ 14,878,447</b>	<b>92 %</b>
<b>OTHER SOURCES</b>						
Service Fees	\$ 2,197,060	\$ 1,761,697	80 %	\$ 2,331,388	\$ 1,659,440	71 %
Rentals	1,286,776	1,413,565	110	1,568,357	985,130	63
Investment Earnings	397,025	379,332	96	400,825	228,094	57
Other	2,954,392	2,839,708	96	3,233,569	4,710,588	146
<b>TOTAL OTHER SOURCES</b>	<b>\$ 6,835,253</b>	<b>\$ 6,394,302</b>	<b>94 %</b>	<b>\$ 7,534,139</b>	<b>\$ 7,583,252</b>	<b>101 %</b>
<b>TOTAL CURRENT UNRESTRICTED FUND REVENUE</b>	<b>\$ 217,654,935</b>	<b>\$ 198,250,333</b>	<b>91 %</b>	<b>\$ 217,482,471</b>	<b>\$ 199,611,976</b>	<b>92 %</b>

# NORTHERN KENTUCKY UNIVERSITY

## Current Unrestricted Fund

### Schedule of Expenditures by Function and Account Category

#### Budgeted and Actual

For the Period from July 1, 2016 to March 31, 2017

With Comparative Prior Year Data

	<b>Fiscal Year 2016/17</b>			<b>Fiscal Year 2015/16</b>		
	<u>Revised Budget</u>	<u>Actual Expenditures</u>	% of Bgt	<u>Revised Budget</u>	<u>Actual Expenditures</u>	% of Bgt
<b>EDUCATIONAL AND GENERAL</b>						
<b>INSTRUCTION</b>						
Personnel Expenses	\$ 60,345,288	\$ 48,673,318	81 %	\$ 66,138,657	\$ 51,594,598	78 %
Operating Expenses/Capital Outlay	<u>4,896,397</u>	<u>1,901,103</u>	39	<u>7,835,958</u>	<u>3,583,753</u>	46
<b>TOTAL INSTRUCTION</b>	<b>\$ 65,241,685</b>	<b>\$ 50,574,421</b>	<b>78 %</b>	<b>\$ 73,974,615</b>	<b>\$ 55,178,351</b>	<b>75 %</b>
<b>RESEARCH</b>						
Personnel Expenses	\$ 292,595	\$ 201,052	69 %	\$ 458,988	\$ 373,803	81 %
Operating Expenses/Capital Outlay	<u>275,939</u>	<u>19,920</u>	7	<u>279,304</u>	<u>49,970</u>	18
<b>TOTAL RESEARCH</b>	<b>\$ 568,534</b>	<b>\$ 220,972</b>	<b>39 %</b>	<b>\$ 738,292</b>	<b>\$ 423,773</b>	<b>57 %</b>
<b>PUBLIC SERVICE</b>						
Personnel Expenses	\$ 2,979,911	\$ 3,172,446	106 %	\$ 3,204,065	\$ 3,456,541	108 %
Operating Expenses/Capital Outlay	<u>7,475,336</u>	<u>3,896,040</u>	52	<u>6,607,546</u>	<u>3,003,446</u>	45
<b>TOTAL PUBLIC SERVICE</b>	<b>\$ 10,455,247</b>	<b>\$ 7,068,486</b>	<b>68 %</b>	<b>\$ 9,811,611</b>	<b>\$ 6,459,987</b>	<b>66 %</b>
<b>LIBRARIES</b>						
Personnel Expenses	\$ 4,004,778	\$ 2,880,033	72 %	\$ 4,212,841	\$ 2,920,719	69 %
Operating Expenses/Capital Outlay	<u>2,078,356</u>	<u>1,763,559</u>	85	<u>1,844,335</u>	<u>1,774,331</u>	96
<b>TOTAL LIBRARIES</b>	<b>\$ 6,083,134</b>	<b>\$ 4,643,592</b>	<b>76 %</b>	<b>\$ 6,057,176</b>	<b>\$ 4,695,050</b>	<b>78 %</b>
<b>ACADEMIC SUPPORT</b>						
Personnel Expenses	\$ 17,302,011	\$ 10,489,785	61 %	\$ 15,148,758	\$ 10,380,465	69 %
Operating Expenses/Capital Outlay	<u>4,864,257</u>	<u>1,650,556</u>	34	<u>4,352,937</u>	<u>1,612,902</u>	37
<b>TOTAL ACADEMIC SUPPORT</b>	<b>\$ 22,166,268</b>	<b>\$ 12,140,341</b>	<b>55 %</b>	<b>\$ 19,501,695</b>	<b>\$ 11,993,367</b>	<b>61 %</b>
<b>STUDENT SERVICES</b>						
Personnel Expenses	\$ 16,653,422	\$ 11,797,937	71 %	\$ 16,749,947	\$ 11,752,186	70 %
Operating Expenses/Capital Outlay	<u>7,686,022</u>	<u>5,349,114</u>	70	<u>7,884,853</u>	<u>6,286,228</u>	80
<b>TOTAL STUDENT SERVICES</b>	<b>\$ 24,339,444</b>	<b>\$ 17,147,051</b>	<b>70 %</b>	<b>\$ 24,634,800</b>	<b>\$ 18,038,414</b>	<b>73 %</b>

# NORTHERN KENTUCKY UNIVERSITY

## Current Unrestricted Fund

### Schedule of Expenditures by Function and Account Category

#### Budgeted and Actual

For the Period from July 1, 2016 to March 31, 2017

With Comparative Prior Year Data

	<b>Fiscal Year 2016/17</b>			<b>Fiscal Year 2015/16</b>		
	<u>Revised Budget</u>	<u>Actual Expenditures</u>	<u>% of Bgt</u>	<u>Revised Budget</u>	<u>Actual Expenditures</u>	<u>% of Bgt</u>
<b>INSTITUTIONAL SUPPORT</b>						
Personnel Expenses	\$ 23,015,208	\$ 16,232,457	71 %	\$ 23,530,375	\$ 15,994,425	68 %
Operating Expenses/Capital Outlay	<u>6,905,360</u>	<u>2,990,901</u>	43	<u>7,067,206</u>	<u>3,077,025</u>	44
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>\$ 29,920,568</b>	<b>\$ 19,223,358</b>	<b>64 %</b>	<b>\$ 30,597,581</b>	<b>\$ 19,071,450</b>	<b>62 %</b>
<b>OPERATION &amp; MAINTENANCE OF PLANT</b>						
Personnel Expenses	\$ 11,820,729	\$ 7,736,737	65 %	\$ 11,845,471	\$ 7,510,443	63 %
Operating Expenses/Capital Outlay	3,886,735	2,173,631	56	3,531,436	2,088,696	59
Utilities	<u>4,152,800</u>	<u>2,244,912</u>	54	<u>3,943,890</u>	<u>2,561,877</u>	65
<b>TOTAL OPERATION &amp; MAINTENANCE OF PLANT</b>	<b>\$ 19,860,264</b>	<b>\$ 12,155,280</b>	<b>61 %</b>	<b>\$ 19,320,797</b>	<b>\$ 12,161,016</b>	<b>63 %</b>
<b>STUDENT FINANCIAL AID</b>						
Grants,Loans,Benefits	<u>25,567,863</u>	<u>26,582,645</u>	104	<u>23,827,923</u>	<u>24,258,500</u>	102
<b>TOTAL STUDENT FINANCIAL AID</b>	<b>\$ 25,567,863</b>	<b>\$ 26,582,645</b>	<b>104 %</b>	<b>\$ 23,827,923</b>	<b>\$ 24,258,500</b>	<b>102 %</b>
<b>TRANSFERS</b>						
Mandatory:						
Debt Service/Capital Lease	\$ 6,034,460	\$ 6,030,820	100 %	\$ 6,211,597	\$ 6,157,870	99 %
Nonmandatory	<u>1,551,935</u>	<u>1,626,551</u>	105	<u>5,229,485</u>	<u>4,519,178</u>	86
<b>TOTAL TRANSFERS</b>	<b>\$ 7,586,395</b>	<b>\$ 7,657,371</b>	<b>101 %</b>	<b>\$ 11,441,082</b>	<b>\$ 10,677,048</b>	<b>93 %</b>
<b>TOTAL EDUCATIONAL AND GENERAL EXPENDITURES</b>						
Personnel Expenses	\$ 136,413,942	\$ 101,183,765	74 %	\$ 141,289,102	\$ 103,983,180	74 %
Operating Expenses/Capital Outlay	42,221,202	21,989,736	52	43,347,465	24,038,228	55
Transfers	7,586,395	7,657,371	101	11,441,082	10,677,048	93
Financial Aid	<u>25,567,863</u>	<u>26,582,645</u>	104	<u>23,827,923</u>	<u>24,258,500</u>	102
<b>TOTAL EDUCATIONAL AND GENERAL EXPENDITURES</b>	<b>\$ 211,789,402</b>	<b>\$ 157,413,517</b>	<b>74 %</b>	<b>\$ 219,905,572</b>	<b>\$ 162,956,956</b>	<b>74 %</b>

# NORTHERN KENTUCKY UNIVERSITY

## Current Unrestricted Fund

### Schedule of Expenditures by Function and Account Category

#### Budgeted and Actual

For the Period from July 1, 2016 to March 31, 2017

With Comparative Prior Year Data

	<b>Fiscal Year 2016/17</b>			<b>Fiscal Year 2016/17</b>		
	<u>Revised Budget</u>	<u>Actual Expenditures</u>	<u>% of Bgt</u>	<u>Revised Budget</u>	<u>Actual Expenditures</u>	<u>% of Bgt</u>
<b>AUXILIARY ENTERPRISES</b>						
STUDENT SERVICES						
Personnel Expenses	\$ 2,480,039	\$ 1,855,982	75 %	\$ 2,623,450	\$ 1,754,957	67 %
Operating Expenses/Capital Outlay	8,160,730	3,621,785	44	7,529,980	3,091,965	41
Financial Aid	<u>423,059</u>	<u>388,205</u>	92	<u>403,997</u>	<u>395,164</u>	98
TOTAL STUDENT SERVICES	\$ 11,063,828	\$ 5,865,972	53 %	\$ 10,557,427	\$ 5,242,086	50 %
TRANSFERS						
Mandatory:						
Debt Service/Capital Lease	\$ 5,072,215	\$ 4,992,306	98 %	\$ 5,164,196	\$ 5,149,671	100 %
Nonmandatory	<u>2,855,488</u>	<u>2,738,885</u>	96	<u>3,519,489</u>	<u>3,403,842</u>	97
TOTAL TRANSFERS	\$ 7,927,703	\$ 7,731,191	98 %	\$ 8,683,685	\$ 8,553,513	99 %
<b>TOTAL AUXILIARY ENTERPRISES</b>						
Personnel Expenses	\$ 2,480,039	\$ 1,855,982	75 %	\$ 2,623,450	\$ 1,754,957	67 %
Operating Expenses/Capital Outlay	8,160,730	3,621,785	44	7,529,980	3,091,965	41
Financial Aid	423,059	388,205	92	403,997	395,164	98
Transfers	<u>7,927,703</u>	<u>7,731,191</u>	98	<u>8,683,685</u>	<u>8,553,513</u>	99
TOTAL AUXILIARY ENTERPRISES	\$ 18,991,531	\$ 13,597,163	72 %	\$ 19,241,112	\$ 13,795,599	72 %
<b>TOTAL EXPENDITURES AND TRANSFERS</b>						
Personnel Expenses	\$ 138,893,981	\$ 103,039,747	74 %	\$ 143,912,552	\$ 105,738,137	73 %
Operating Expenses/Capital Outlay	50,381,932	25,611,521	51	50,877,445	27,130,193	53
Transfers	15,514,098	15,388,562	99	20,124,767	19,230,561	96
Financial Aid	<u>25,990,922</u>	<u>26,970,850</u>	104	<u>24,231,920</u>	<u>24,653,664</u>	102
TOTAL EXPENDITURES AND TRANSFERS	<u>\$ 230,780,933</u>	<u>\$ 171,010,680</u>	74 %	<u>\$ 239,146,684</u>	<u>\$ 176,752,555</u>	74 %

# NORTHERN KENTUCKY UNIVERSITY

## Current Restricted Fund

### Schedule of Actual Revenues and Expenditures

For the Period from July 1, 2016 to March 31, 2017

With Comparative Prior Year Data

	Fiscal Year To Date 3/31/17	Fiscal Year To Date 3/31/16	Difference	Percentage Change	Fiscal Year 2016 Final
<b>Revenues by Source</b>					
Federal Grants & Contracts	\$ 1,723,722	\$ 2,167,180	\$ (443,458)	-20%	\$ 3,263,893
State and Local Grants & Contracts	2,013,634	2,283,960	(270,326)	-12%	3,799,193
Nongovernmental Grants & Contracts	216,398	335,380	(118,982)	-35%	457,456
Federal Financial Aid Programs	17,916,503	19,221,127	(1,304,624)	-7%	19,648,107
State Financial Aid Programs	10,054,434	9,782,505	271,929	3%	9,813,904
NKU Foundation Subgrants	1,652,967	1,587,871	65,096	4%	2,126,227
Agency Subgrants	172,587	133,528	39,059	29%	170,930
Other	500	814	(314)	-39%	914
<b>Total Revenues</b>	<b>\$ 33,750,745</b>	<b>\$ 35,512,365</b>	<b>\$ (1,761,620)</b>	<b>-5%</b>	<b>\$ 39,280,624</b>
<b>Expenditures by Function</b>					
Instruction	\$ 2,217,043	\$ 2,116,134	\$ 100,909	5%	\$ 2,921,068
Research	696,827	687,213	9,614	1%	1,237,481
Public Service	2,230,380	2,631,950	(401,570)	-15%	3,702,332
Libraries	56,256	74,420	(18,164)	-24%	51,689
Academic Support	275,115	277,420	(2,305)	-1%	440,658
Student Services	536,070	633,862	(97,792)	-15%	776,443
Institutional Support	711,005	646,108	64,897	10%	826,673
Operation & Maintenance of Plant	18,442	21,682	(3,240)	-15%	3,177
Student Financial Aid	27,879,440	28,946,204	(1,066,764)	-4%	29,402,541
<b>Total Expenditures</b>	<b>\$ 34,620,578</b>	<b>\$ 36,034,993</b>	<b>\$ (1,414,415)</b>	<b>-4%</b>	<b>\$ 39,362,062</b>

# NORTHERN KENTUCKY UNIVERSITY

## Schedule of Bonds and Leases Payable Through the Period Ended March 31, 2017

	Date Issued	Maturity Date	Original Indebtedness	Outstanding Indebtedness	Principal Due This Fiscal Year	Interest Due This Fiscal Year
<b>HOUSING AND DINING SYSTEM REVENUE BONDS</b>						
Series B	11/01/1980	11/01/2020	\$ 4,768,000	\$ 785,000	\$ 180,000	\$ 26,250
<b>GENERAL RECEIPTS BONDS*</b>						
Series A 2007	06/07/2007	09/01/2018	48,660,000	4,695,000	2,210,000	232,000
Series A 2008	06/18/2008	09/01/2018	19,465,000	1,480,000	470,000	395,228
Series A 2010	06/29/2010	09/01/2020	6,785,000	1,370,000	415,000	47,050
Series B 2010	10/21/2010	09/01/2027	12,265,000	9,045,000	675,000	31,788
Series A 2011	08/04/2011	09/01/2030	9,290,000	7,635,000	425,000	277,337
Series A 2013	02/26/2013	09/01/2022	4,995,000	3,115,000	485,000	67,150
Series A 2014	01/07/2014	09/01/2033	47,375,000	42,780,000	1,575,000	2,098,050
Series A 2016	05/17/2016	09/01/2027	25,765,000	25,640,000	125,000	762,158
Series B 2016	08/25/2016	09/01/2028	15,225,000	15,225,000	-	262,877
<b>TOTAL BONDS</b>			<u>194,593,000</u>	<u>111,770,000</u>	<u>6,560,000</u>	<u>4,199,888</u>
<b>LEASE OBLIGATIONS</b>						
Local Leasing Obligations	N/A	N/A	5,444,697	259,486	1,088,793	9,087
<b>TOTAL LEASE OBLIGATIONS</b>			<u>5,444,697</u>	<u>259,486</u>	<u>1,088,793</u>	<u>9,087</u>
<b>TOTAL BONDS AND CAPITAL LEASES</b>			<u>\$ 200,037,697</u>	<u>\$ 112,029,486</u>	<u>\$ 7,648,793</u>	<u>\$ 4,208,975</u>

# NORTHERN KENTUCKY UNIVERSITY

## Schedule of Current Investments

As of March 31, 2017

	Average Balance	YTD Yield	Maturity Date
<b>STATE INVESTMENTS*</b>			
State Investment Short Term Pool - General Receipts	\$ 97,457,248	0.59%	N/A
State Investment Intermediate Term Pool - General Receipts	117,455	-0.29%	N/A
State Investment Short Term Pool - Housing	576,352	0.57%	N/A
State Investment Intermediate Term Pool - Housing	11,405	-0.22%	N/A
<b>TOTAL STATE INVESTMENTS</b>	<b>\$ 98,162,460</b>		

\*Invested at the state by the Office of Financial Management in investment pools.

### RESERVE FOR RETIREMENT OF INDEBTEDNESS

Huntington Trust Public Funds Deposit Account	\$ 210,193	0.10%	N/A
<b>TOTAL RESERVE FOR RETIREMENT OF INDEBTEDNESS</b>	<b>\$ 210,193</b>		

### FUND FOR RENEWALS AND REPLACEMENTS

Huntington Trust Public Funds Deposit Account	\$ 397,804	0.10%	N/A
<b>TOTAL FUND FOR RENEWALS AND REPLACEMENTS</b>	<b>\$ 397,804</b>		

**RECOMMENDATION:**

That the following academic affairs personnel actions receive Board of Regents approval:

**ADMINISTRATIVE APPOINTMENTS:**

**Dr. Brooke Buckley**, from associate professor to associate professor and interim chair of the Department of Mathematics and Statistics, effective July 1, 2017.

**Dr. Douglas Hume**, from associate professor to associate professor and chair of the Sociology, Anthropology and Philosophy, effective July 1, 2017.

**Dr. Karen Miller**, Associate Professor with tenure and chair of the Department of Political Science, Criminal Justice and Organizational Leadership, effective July 1, 2017.

Mini Vita to follow

**FACULTY APPOINTMENTS:**

**Mr. Wes Akers**, from Lecturer II in the Department of Communication to Senior Lecturer in the Department of Communication, effective August 14, 2017.

**Ms. Caroline Braden**, from Lecturer I and Coordinator of Undergraduate Programs, in the Department of Political Science, Criminal Justice and Organizational Leadership to Lecturer II and Coordinator of Undergraduate Programs, in the Department of Political Science, Criminal Justice and Organizational Leadership, effective July 1, 2017.

**Dr. Ty Brumback**, Assistant Professor in the Department of Psychological Sciences, effective August 14, 2017.

**Ms. Michele Day**, from Lecturer in the Department of Communication to Lecturer II in the Department of Communication, effective August 14, 2017.

**Ms. Shannon Eastep**, Lecturer II to Senior Lecturer (non-tenure track renewable) in the Department of Teacher Education, effective August 14, 2017.

**Ms. Jessica Ferguson**, from Advisor/Lecturer (non-tenure-track renewable) in the College of Business Advising Center to Advisor/Lecturer II in the College of Business Advising Center, effective August 14, 2017.

**Ms. Jennifer Gardner**, from Lecturer (non-tenure-track renewable) in the Department of Marketing, Sports Business, and Construction Management to Lecturer II in the Department of Marketing, Sports Business, and Construction Management, effective August 14, 2017.

**Mr. Rob Kerby**, from Lecturer II, in the School of the Arts to Senior Lecturer in the School of the Arts, effective August 14, 2017.



**Ms. Olena Pilyayeva**, from Advisor/Lecturer (non-tenure-track renewable) in the College of Business Advising Center to Advisor/Lecturer II in the College of Business Advising Center, effective August 14, 2017.

**Dr. Amy Gillingham**, Assistant Professor in the School of the Arts, effective August 14, 2017.

**Ms. Alma Mattocks**, Clinical Assistant Professor (non-tenure track renewable) in the Department of Kinesiology and Health, effective August 14, 2017.

**Ms. Reiko Ozaki**, Assistant Professor in the Department of Counseling, Social Work and Leadership, effective August 14, 2017.

**Dr. Jaclyn Permann-Graham**, Lecturer (non-tenure-track renewable) in the Department of Management, effective August 14, 2017.

**Mr. Robert Salyer**, from Lecturer (non-tenure-track renewable) in the Department of Accounting and Business Law to Lecturer II in the Department of Accounting and Business Law, effective August 14, 2017.

**Dr. Megan Sanctuary**, non-tenure-track renewable Lecturer in the Department of Biological Sciences, effective May 8, 2017.

**Ms. Hallie Sylvestro**, Assistant Professor in the Department of Counseling, Social Work and Leadership, effective August 14, 2017.

**Dr. Mike Scola**, from Lecturer II, in the Department of Biological Sciences to Senior Lecturer of in the Department of Biological Sciences, effective August 14, 2017.

Mini Vitas Follow

#### **TRANSITIONS:**

**Mr. Frank Robinson**, from Lecturer (non-tenure-track renewable) in the College of Business Advising Center to Director of Norse Advising, effective March 27, 2017.

Mini Vitas follow

#### **DEPARTURES:**

**Dr. Arelys Madero-Hernandez**, Assistant Professor in the Department of Political Science, Criminal Justice and Organizational Leadership, effective July 7, 2017.

**Ms. Hayley Ericksen**, Assistant Professor and clinical education coordinator for the Athletic Training Program in the Department of Kinesiology and Health effective May 17, 2017.

**Ms. Kristin McCoy**, Lecturer in the Department of Nursing effective May 1, 2017.

**Dr. Trung Tran**, non-tenure track renewable lecturer in the Department of History and Geography, effective December 20, 2016.

**RETIREMENTS:**

**Dr. David Dunevant**, Associate Professor and interim Program Head of the Music in the School of the Arts in the College of Arts and Sciences, effective July 1, 2017.

**Ms. Pamela Davis**, Associate Professor of Nursing in the Department of Nursing, effective May 9, 2017

**TEMPORARY FACULTY APPOINTMENTS:**

**Dr. Robin Bartlett**, from full-time tenured Professor in the Department of Psychological Sciences to part-time tenured Professor in the Department of Psychological Sciences, effective August 2017.

Mini Vita follows

## MINI VITA

**Name:** Brooke Buckley

**Title:** Associate Professor of Statistics

**Education:** Ph.D. in Statistics, 2006, University of South Carolina  
B.S in Statistics & Mathematics, 2001, Eastern Kentucky University

**Experience:** 2012 – present, Associate Professor of Statistics, Northern Kentucky University  
2006 – 2012, Assistant Professor of Statistics, Northern Kentucky University  
2002 – 2006, Graduate Teaching Assistant, University of South Carolina  
1998 – 2001, Recitation Instructor, Eastern Kentucky University

## MINI VITA

**Name:** Douglas William Hume

**Title:** Associate Professor

**Education:** Ph.D. in Anthropology, 2005, University of Connecticut  
M.A. in Anthropology, 1999, California State University  
B.A. in Anthropology, 1994, California State University  
A.A. in General Education, 1992, Orange Coast College

**Experience:** 2013 - present, Associate Professor of Anthropology, Northern Kentucky University  
2012 - present, Coordinator of Anthropology, Northern Kentucky University  
2007 - 2013, Assistant Professor of Anthropology, Northern Kentucky University  
2007, Lecturer, Southern Connecticut State University  
2006, Lecturer, Quinebaug Valley Community College  
2006 - 2007, Lecturer, University of Connecticut

## MINI VITA

**Name:** Karen Miller

**Title:** Chair, Associate Professor - Department of Political Science, Criminal Justice and Organizational Leadership

**Education:** Ph.D., in Sociology/Criminology, 2004, University of Kentucky  
MS, in Criminal Justice, 1995, Eastern Kentucky University  
B.S., in Criminal Justice, 1994, Eastern Kentucky University

**Experience:** 2013 - 2017, Director, School of Social and Behavioral Sciences, West Virginia Wesleyan College  
2012 - 2017, Chair, Department of Sociology, Criminal Justice, and Political Science, West Virginia Wesleyan College  
2012 - 2017, Associate Professor, Department of Sociology, Criminal Justice, and Political Science, West Virginia Wesleyan College  
2008 - 2012, Coordinator, Criminal Justice Program, West Virginia Wesleyan College  
2008 - 2012, Assistant Professor, Department of Sociology, Criminal Justice, and Political Science, West Virginia Wesleyan College  
2006 - 2008, Assistant Professor, Department of Social Science, Criminal Justice Program, Glenville State College  
2004 - 2006, Assistant Professor, Department of Anthropology, Sociology, and Social Work, Eastern Kentucky University

## MINI VITA

**Name:** Wes Akers

**Title:** Senior Lecturer, Department of Communication

**Education:** M.A. in Communication with emphasis in Film and Video Studies  
Florida Atlantic University, 2005

B.A. in Journalism with minor in Radio and Television  
Northern Kentucky University, 1996

**Experience:** 2000, 2004-2017, Lecturer in Electronic Media and Broadcasting,  
Northern Kentucky University

2012 - 2017, Director/Producer for Northern Kentucky University sporting  
events

2002 - 2004, Graduate Teaching Assistant and Lecturer, Florida Atlantic  
University

1997 - 2017, Free-lance television production and special assignment  
producer

1999 - 2017, Owner and Operator, Wes Akers Productions

## MINI VITA

**Name:** Caroline Braden

**Title:** Lecturer, Coordinator for Undergraduate Programs (non-tenure-track temporary)

**Education:** Master's in Public Administration, 2009, Northern Kentucky University  
BS in Psychology, 2000, Northern Kentucky University

**Experience:** 2010 - present, Lecturer/Coordinator, Dept. of Political Science, Criminal Justice and Organizational Leadership, Northern Kentucky University  
2009 - 2010, Support Broker, Northern Kentucky Area Development District  
2007 - 2009, Medical Navigator, Health Point Family Care  
2004 - 2006, Case Manager, Council on Aging  
2003 - 2004, Case Manager, Protegrity Services, Inc.  
2002 - Personal Nurse, Humana Insurance  
2001 - 2002, Counselor for Non-Traditional Students, Northern Kentucky University  
1999 - 2001, Case Manager, Optioncare Enterprises

## MINI VITA

**Name:** Ty Brumback

**Title:** Assistant Professor

**Education:** Ph.D. in Clinical Psychology, 2013, University of South Florida  
M.A., in Clinical Psychology, 2010, University of South Florida  
M.A., in Social Science, 2005, University of Chicago  
B.A., in Psychology, 2003, Cedarville University

**Experience:** 2015 – Present, Interprofessional Fellow in Addiction Treatment, VA San Diego Healthcare System

2013 – Present, Postdoctoral Fellow, University of California San Diego, Department of Psychiatry

2006 – 2013, Graduate Research Assistant, University of South Florida, Department of Psychology

2005 - 2006, Graduate Research Assistant, University of Chicago, Department of Psychiatry

2004 - 2005, Graduate Research Assistant, University of Chicago, Department of Psychology



## MINI VITA

**Name:** Michele Day

**Title:** Lecturer II, Department of Communication

**Education:** M.A. in Communication, Northern Kentucky University, 2008  
B.A. in Journalism, Western Kentucky University

**Experience:** 2012 - 2017, Lecturer and co-program director in Journalism, Student Media adviser, Northern Kentucky University  
2004 - 2012, Lecturer in Journalism, Northern Kentucky University  
2001 - 2004, Part-time Instructor, Northern Kentucky University  
2001 - 2008, Free-lance writer/editor, M.W. Day Communications  
1984 - 2001, Editor and Reporter, *The Cincinnati Post* and *The Kentucky Post*

## MINI VITA

**Name:** Shannon Eastep

**Title:** Lecturer II

**Education:** M.Ed., University of Cincinnati  
B.A., Ohio University

**Experience:** 2004 - present, Lecturer, Northern Kentucky University  
2003 - 2004, Instructional Designer, Trivantis Corporation  
2002 - 2003, Graduate Assistant, University of Cincinnati  
2000 - 2002, Visiting Professor, University of Cincinnati

## MINI VITA

**Name:** Jessica Ferguson

**Title:** Advisor/Lecturer II (non-tenure-track temporary)

**Education:** M.B.A. in Marketing, 2009, Northern Kentucky University  
B.B.A. in Marketing and Management, 2007, University of Kentucky

**Experience:** 2010-present, Advisor/Lecturer, Haile/US Bank College of Business,  
Northern Kentucky University  
2009 - present, Owner/Operator, Hello Cupcake!  
2007 - 2009, M.B.A. Graduate Assistant, Northern Kentucky University

## MINI VITA

**Name:** Jennifer Gardner

**Title:** Lecturer II (non-tenure-track temporary)

**Education:** M.A. in Speech Communication, 1994, Miami University (Oxford, OH)  
B.A. in Communication/Public Relations, 1993, University of Dayton (Dayton, OH)

**Experience:** 2012 -present, Lecturer, Department of Marketing, Sports Business, and Construction Management, Northern Kentucky University  
2006 - 2012, Associate Athletic Director, University of Cincinnati  
1999 - 2006, Director of Premium Sales and Service, Cincinnati Reds  
1996 - 1999, Assistant Director of Premium Sales, Cincinnati Bengals  
1994 - 1996, Account Service Manager, The Kempton Group

## MINI VITA

**Name:** Robert Kerby

**Title:** Lecturer II (non-tenure-track temporary)

**Education:** M.F.A., Technical Theatre, 2002, University of Illinois  
B.F.A. Theatre, 1987, Northern Kentucky University

**Experience:** 2012 - present, Lecturer II and Technical Director of Theatre and Dance,  
SOTA, Northern Kentucky University  
2002 - 2012, Lecturer and Technical Director of Theatre and Dance,  
SOTA, Northern Kentucky University

## MINI VITA

**Name:** Olena Pilyayeva

**Title:** Advisor/Lecturer II (non-tenure-track temporary)

**Education:** M.B.A. in Project Management, 2007, Northern Kentucky University

M.S. in Accounting, 2001, State Kharkiv University of Technologies and Management, Ukraine

B.S. in Economics & Entrepreneurship, 1999, State Kharkiv University of Technologies and Management, Ukraine

**Experience:** 2007 - present, Advisor/Lecturer, Haile/US Bank College of Business, Northern Kentucky University

2004 - 2007, Transfer Services Admission Specialist, Northern Kentucky University

2004, Student Specialist, Office of International Students and Scholars, Northern Kentucky University

2003 - 2004, Computer Lab Assistant, Office of Information Technology, Northern Kentucky University

2002 - 2003, Intermarket Office Manager, Marketing Relations Specialist, and Translator, Ukrainian marketing and distribution company

2001 - 2002, Accountant/Bookkeeper, GazEnergoInvest, Ukraine

## MINI VITA

**Name:** Amy Gillingham

**Title:** Lecturer of Cello (non-tenure-track temporary)

**Education:** D.M.A., 2010, Cello Performance, Music Theory Cognate, University of Cincinnati College-Conservatory of Music

M.M., 2006, Cello Performance, University of Cincinnati College-Conservatory of Music

B.M., 2004, Cello Performance, North Carolina School of the Arts

**Experience:** 2013 – present, Lecturer of Cello, Northern Kentucky University

2012 – present, Director of NKU String Project, Northern Kentucky University

2011 – present, Faculty, Music Preparatory Department, Northern Kentucky University

2000 – present, solo, chamber, and orchestral performer 2012–2013, Adjunct Professor of Music, Northern Kentucky University

2011 – 2012, Instructor of Cello, Cincinnati Music Academy

2011 – 2012, Fine Arts Faculty, Indiana Wesleyan University

2009 – 2011, Instructor of Music Theory, University of Cincinnati College-Conservatory of Music

2007 – 2011, Instructor of Cello, Loveland Public Schools, Ohio

2005 – 2008, Instructor of Cello and Substitute Classroom Music Teacher, Cincinnati Hills Christian Academy

## MINI VITA

**Name:** Alma Mattocks

**Title:** Clinical Assistant Professor

**Education:** M.S., Oregon University  
B.S., Linfield College

**Experience:** 2016 - present, Field Service Representative, DJO Global

2016 - present, Adjunct Professor, Spalding University

2014 - 2016, Clinical Education Coordinator/Assistant Professor,  
Spalding University

2014 - 2015, Certified Athletic Trainer, Spalding University

2013 - 2015, Certified Athletic Trainer, Bellarmine University

2013 - 2014, Field Service Representative, DJO Global

2008 - 2013, Adjunct Professor, Pacific University

2007 - 2013, Assistant Athletic Trainer, Pacific University

2004 - 2007, Graduate Assistant Athletic Trainer, Western Oregon  
University



## MINI VITA

**Name:** Reiko Ozaki

**Title:** Assistant Professor

**Education:** Ph.D., anticipated spring 2017, University of Kentucky  
M.S.W., The Ohio State University  
B.S., The Ohio State University  
A.A., Baika Junior College, Osaka, Japan

**Experience:** 2014 - present, Teaching Assistant, University of Kentucky  
2006 - present, Trainer and Consultant, YWCA of Tokyo  
2010 - 2011, Teaching Assistant, University of Kentucky  
2004 - 2010, Trainer and Consultant, Ohio Department of Rehabilitation and Correction  
2001 - 2010, Training and Technical Assistance Specialist, Ohio Domestic Violence Network  
2003 - 2007, Behavioral Health Specialist, Mount Carmel Health Systems  
2002 - 2005, Therapist, Crossroads Counseling Group and Consultation  
1998 - 2002, Therapist/Program Coordinator, Lutheran Social Services of Central Ohio  
1995 - 1997, Project Coordinator, Asian American Community Services

## MINI VITA

**Name:** Jaclyn Permann-Graham

**Title:** Lecturer (non-tenure-track temporary)

**Education:** Ph.D., in Business Administration - Management, expected 2017, University of Cincinnati (Cincinnati, Ohio)

M.B.A., in International Business, 2011, Xavier University (Cincinnati, Ohio) B.A. in Marketing, 2009, Miami University (Oxford, Ohio)

**Experience:** 2014 - present, Instructor, Department of Management, University of Cincinnati

2012 - 2013, Market Specialist Publishing Consultant, Cengage Learning

2012, Consultant, St. Elizabeth Healthcare

2011 - 2012, Clinical Data Analyst, St. Elizabeth Healthcare

## MINI VITA

**Name:** Robert Salyer

**Title:** Lecturer II (non-tenure-track temporary)

**Education:** M.S. in Taxation, 1994, University of Cincinnati  
B.S. in Accounting, 1980, University of Kentucky

**Experience:** 2001 - present, Lecturer, Haile/US Bank College of Business, Northern Kentucky University  
2005 - 2015, Director, Master of Accountancy, Northern Kentucky University  
2003 - 2005, Director, Master of Business Administration, Northern Kentucky University  
1997 - present, Certified Public Accountant, Robert L. Salyer, CPA  
1989 - 1997, Certified Public Accountant, Rafalske & Layne  
1986 - 1989, Chief Financial Officer, Gordon B. Miller Company  
1978 - 1986, Vice President of Taxation, Bishopric Inc. (now Enerfab, Inc.)  
1976 - 1978, Staff C.P.A., Rankin, Rankin & Company  
1974 - 1976, Staff C.P.A., Charles T. Mitchell Company CPAs  
1972 - 1974, Auditor, Kentucky Revenue Cabinet

## MINI VITA

**Name:** Megan R. Sanctuary

**Title:** Lecturer (non-tenure-track temporary)

**Education:** Ph.D., in Nutritional Biology, 2017, University of California, Davis  
MS, in Molecular and Integrative Physiology, 2011, University of Illinois  
BS, in Biology, 2009, Eastern Illinois University

**Experience:** 2013 - 2016, Graduate Teaching Assistant, University of California  
2012, Adjunct Science Faculty, Colorado Mountain College  
2011, Graduate Teaching Assistant, University of Illinois  
2008 - 2009, Lab Assistant, Eastern Illinois University

## MINI VITA

**Name:** Michael P. Scola

**Title:** Lecturer II (non-tenure-track temporary)

**Education:** DPM, 1988, Ohio College of Podiatric Medicine  
BS in Natural Sciences, 1984, Xavier University

**Experience:** 2014 – 2017, Lecturer II, Department of Biological Sciences, Northern Kentucky University  
2004 - 2014, Lecturer, Department of Biological Sciences, Northern Kentucky University  
2003, Instructor, University of Cincinnati  
1998 - 2002, Postdoctoral Research Fellow, Division of Rheumatology, Children's Hospital Medical Center  
1988 - 1997, Private Podiatric Medicine  
1988 - 1989, Surgical Resident, Foot Clinic of Youngstown

## MINI VITA

**Name:** Hallie Sylvestro

**Title:** Assistant Professor

**Education:** Ph.D., anticipated spring 2017, University of North Carolina at Greensboro

M.Ed., Lindsey Wilson College

B.A., Asbury University

**Experience:** 2016 - present, Assessment Counselor, Family Services of Piedmont

2014, Counseling Intern, Cone Cancer Center

2013 - present, Adjunct faculty, University of North Carolina at Greensboro

2013, Counseling Intern, UNCG Vacc Counseling and Consulting Clinic

2012 - 2013, Counseling Intern, Grey Counseling Services

2012 - 2013, Counseling Intern, Lindsey Wilson College Clinic

## MINI VITA

**Name:** Robin Bartlett

**Title:** Associate Professor

**Education:** Ph. D. in Psychology (Life-span Developmental), 2000, West Virginia University

M.A. in Psychology (Life-span Developmental), 1997, West Virginia University

B.A. in Psychology, 1993, West Virginia University

**Experience:** 2006 - present, Associate Professor, Northern Kentucky University

2000 - 2006, Assistant Professor, Northern Kentucky University

1998 - 2000, Graduate Research Assistant, West Virginia University

1993 - 1998, Graduate Teaching Assistant, West Virginia University

**RECOMMENDATION:**

That the attached non-academic personnel actions receive Board of Regents approval.

**BACKGROUND:**

The following categories of non-academic personnel actions which occurred between February 14, 2017 and March 27, 2017 require approval by the Board of Regents:

1. Activations/Rehires
2. Reassignments, Reclassifications, Title/Status Changes, Promotions
3. Transfers
4. Contract/Temporary to Regular & Regular to Contract
5. Departures
6. Administrative/Executive



**ACTIVATIONS/REHIRES**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>EFF. DATE</b>
Alston, Keysha	LEAP	Specialist, LEAP Program	02/07/2017*
Branch, Joanna	University Development	Digital Specialist	02/22/2017
Chandler, Joshua	Student Financial Assistance	Specialist	03/01/2017
Nixson, Clarence	CRC Facility Management	Custodian	03/06/2017
Roberts, Jason	Office of Student Account Services	Specialist	02/20/2017
Steffen, Tonya	PP – Custodial Services MC	Custodian	02/27/2017
Stevenson, Blair	Men's Soccer	Assistant Coach	03/01/2017
Sweeney, Beth	Biological Sciences	Academic Coordinator	03/06/2017
Woods, Brandon	Automotive Shop	Motorcoach Driver/Mechanic	02/27/2017

**REASSIGNMENTS, RECLASSIFICATIONS, TITLE/STATUS CHANGES, PROMOTIONS**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>STATUS</b>	<b>EFF. DATE</b>
Jones, Robin	Student Financial Assistance	Assistant Director	Promotion	02/27/2017
Murphy-Angel, L. Sue	College of Informatics	Senior Coordinator, Budget & Ops.	Promotion	03/06/2017
Smith, Brittany	Honors	Coordinator, Admissions & Events	Reclassification	11/06/2016*
Van Hook, Danielle	IT – Central	Project Manager	Promotion	03/01/2017
Widanski, Adam	Int'l Student & Scholar Services	Associate Director	Reclassification	03/01/2017

**TRANSFERS**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>PREVIOUS DEPARTMENT</b>	<b>NEW DEPARTMENT</b>	<b>TITLE</b>	<b>EFF. DATE</b>
Carter, Denzil	College of Business	Office of University Registrar	Assistant Registrar	03/01/2017
Karam, Deanna	Management	Financial & Operational Auditing	Staff Auditor	02/20/2017
Perry, Donald	Roads & Grounds	HVAC/General Maintenance	HVAC Mechanic	03/20/2017
Spaulding, Annie	University Advancement	Student Affairs	Assistant to the VP	02/20/2017

**CONTRACT/TEMPORARY TO REGULAR & REGULAR TO CONTRACT**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>STATUS</b>	<b>EFF. DATE</b>
Jacobson, Kyle	Comptroller – Financial & Invest. Mgt.	Officer, Budget/Investments	Contract to Regular	02/01/2017*
Parker, James	Laborers	Supervisor	Contract to Regular	03/01/2017
Zlatkin, Aaron	College of Informatics	Academic Specialist	Contract to Regular	03/27/2017

**DEPARTURES**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>EFF. DATE</b>
Angel, Aaron	IT – Infrastructure & Operations Group	Systems Analyst II	03/04/2017
Barclay, Kean	Men’s Soccer	Assistant Coach	03/26/2017
Basalyga, John	Men’s Soccer	Coach	03/04/2017
Biggs, Stephanie	Teacher Education	Academic Assistant	02/11/2017*
Farnsley, Ashley	Student Engagement	Specialist	02/18/2017
Hodge, Jason	IT – Infrastructure & Operations Group	Senior Systems Analyst I	03/18/2017
Jacobs, Thomas	Master of Social Work	Coordinator	03/11/2017
Little, Randy	Communication	Academic Coordinator	03/01/2017
Nageleisen, Amanda	University Communications	Director, Public Relations	02/25/2017
Nothstine, Zachary	Nursing	Academic Coordinator	03/22/2017
Reed, Roger	Laborers	Lead Material Handler	03/18/2017
Roby, Alyssa	Education Abroad	Study Abroad Advisor	03/22/2017
Warkoczeski, Vicki	Enrollment Management	Administrative Assistant	02/18/2017

**ADMINISTRATIVE/EXECUTIVE**  
**02/14/17 – 03/27/17**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>TITLE</b>	<b>REASON</b>	<b>EFF. DATE</b>
Jager, Benjamin	President's Office	Exec. Assistant to President, Special Proj.	New Hire	02/27/2017
Moynahan, J. Patrick	Norse Advising	Director	Retirement	02/18/2017
Ogle, Chad	Academic Affairs	Associate Provost Administration	New Hire	03/06/2017
Rittinger, Gina	Marketing & Communications	Assistant Vice President	New Hire	03/20/2017
Robinson, Frank	Norse Advising	Director	Faculty to Staff	03/27/2017
Robinson, Joel	Academic Affairs	Associate Provost for Special Projects	Separation	02/01/2017*
Ucci, Mary	Research, Grants & Contracts	Director	Contract to Regular	03/01/2017

**\*Not on previous report**

**RECOMMENDATION:**

That the following recommendations on promotion and tenure receive Board of Regents approval.

**BACKGROUND:**

The following recommendations have been made according to the policies of the Faculty Policies and Procedures Handbook which include the appropriate review by departmental committees, chairs, deans, and the provost.

*This recommendation is a correction from the March 2017 Board submission in which Mr. Alden, Ms. Halbrook, Mr. Harrison, and Mr. Singleton were incorrectly listed as only being promoted. This update reflects that they all received promotion and tenure appointments in the Chase College of Law.*

## RECOMMENDED FOR TENURE

The following faculty have been recommended for tenure beginning with the 2017-2018 academic year:

<b>Name</b>	<b>Department</b>
<hr/>	
<b><u>CHASE COLLEGE OF LAW</u></b>	
Professor Eric Alden	Law Instruction
Professor Amy Halbrook	Law Instruction
Professor Jack Harrison	Law Instruction
Professor David Singleton	Law Instruction

**RECOMMENDATION:**

The Board of Regents officially hereby accepts contributions totaling **\$927,614** received by the NKU Foundation Inc. for the benefit of Northern Kentucky University during the period October 31, 2016 through January 31, 2017 per the below list.

**BACKGROUND:**

At the March 12, 2014 Board Meeting, a major gift policy was approved by the Regents raising the level of major gifts submitted for review and acceptance by the Board to \$25,000. This recommendation includes major contributions of \$25,000 or more for the designated period.

**Contributions of \$25,000 or Greater (2/01/17-3/28/2017)**

<b>Donor Name</b>	<b>Date</b>	<b>Gift Designation</b>	<b>Cash</b>	<b>Pledge</b>	<b>Stocks</b>	<b>Totals</b>
Duke Energy Foundation	3/02/2017	CINSAM/Next Generation STEM Classroom 2.0 and other priorities to be determined		\$175,000		\$175,000
Jeanette Edwards Fdn.	2/14/2017	Portfolios Program/Psychology Dept.	\$60,000			\$60,000
Toyota USA Fdn.	3/28/2017	CINSAM/Next Generation STEM Classroom 2.0	\$342,614			\$342,614
Anonymous Donor	3/28/2016	Cybersecurtiy Network Operations Center		\$350,000		\$350,000
<b>TOTAL</b>			<b>\$402,614</b>	<b>\$525,000</b>		<b>\$927,614</b>

**RECOMMENDATION:**

That the Board of Regents approve a name change for the Office of Learning Experience And Parenting (LEAP) to Parents Attending College (PAC) within the Division of Student Affairs.

**BACKGROUND:**

Effective July 1 2017, it is recommended that the name change from the Office of Learning Experience And Parenting (LEAP) to Parents Attending College (PAC) for the following reasons:

- The current name of the office creates a great deal of confusion and requires an increasing amount of explanation by staff members.
- The proposed office title better delineates the mission of the unit and will assist us in increasing the number of student parents participating in the program.



**RECOMMENDATION:**

The Board of Regents hereby approves the following naming actions:

- (1) The naming of an annual scholarship in support of students with a declared major in Computer Information Technology and/or members in good standing of the College of Informatics Cyber Defense Team “U.S. Bank Cybersecurity Scholarship”
- (2) The naming of an endowed scholarship in support of continuing students pursuing a degree in Executive Leadership and Organizational Change “Raymond V. Sandfoss Scholarship”
- (3) The naming of a room in recognition of renovation support in the Haile/US Bank College of Business “Eva G. Farris Virtual Executive Board Room”
- (4) The naming of an endowed scholarship in support of students pursuing a nursing degree “Amelia Simpson Nursing Scholarship”
- (5) The changing of the name of the Richard L. Murgatroyd Scholarship to “The Eta Rho Chapter/Pi Kappa Alpha –Richard L. Murgatroyd Endowed Scholarship”

## **BACKGROUND:**

Naming actions in connection with private gifts are governed by NKU Administrative Regulation-II-4.0-2, section 2.2. NKU's Naming Policy provides for naming opportunities in consideration of a major contribution to the university. The policy allows flexibility in determining the level of contribution appropriate for each naming action, enabling each gift to be judged on its own merit.

After careful consideration by university officials and unanimous support by the University Naming Committee, it was recommended to offer the following naming recognitions.

(1) The university has received a major gift commitment in support of students who are pursuing fields of study in computer information technology, cybersecurity, and/or cyber defense.

Donor: U.S. Bank

Naming Gift: \$10,000 annual gift for three years (2017-2019)

Naming: U.S. Bank Cybersecurity Scholarship

U.S. Bank recognizes investing in cybersecurity provides the highest level security for its own customers' data and wishes to help train future cybersecurity professionals to protect us from what's next in cybersecurity attacks.

(2) The university has received a major gift commitment in support of students pursuing a degree in Executive Leadership and Organizational Change in the Haile/US Bank College of Business

Donor: Joan S. Sandfoss

Naming Gift: \$10,000

Naming: Raymond V. Sandfoss Scholarship

Raymond Sandfoss started this scholarship as an annual scholarship based on the profound impact the ELOC program had on his life. He earned a degree in Executive Leadership and Organizational Change in 2009. After his death his wife, Joan, established this as an endowed scholarship.

(3) The university has received a major gift commitment in support of renovation of BC361 in the Haile/US Bank College of Business

Donor: Oakley B. Farris Charitable Remainder Annuity Trust

Naming Gift: \$100,128.91

Naming: Eva G. Farris Virtual Executive Board Room

(4) The university has received a major gift commitment in support of a student pursuing a nursing degree in the College of Health Professions. The gift will also support the college's learning experiences such as the Nursing Advocacy Center for the Underserved (NACU)

Donor: Community Foundation of Northern Kentucky

Naming Gift: \$260,800.76 (\$192,650 will create the endowment in support of the named scholarship)

Naming: Amelia Simpson Nursing Scholarship

This scholarship and program support was created with a transfer of assets from the Community Foundation of Northern Kentucky. The Foundation was in the process of liquidating their assets at the time of the transfer as they were ceasing to exist as a nonprofit entity.

(5) The Richard L. Murgatroyd Scholarship was changed to the The Eta Rho Chapter/Pi Kappa Alpha –Richard L. Murgatroyd Endowed Scholarship upon recommendation of the Eta Rho Chapter of Pi Kappa Alpha Alumni Association.

**RECOMMENDATION:**

That Emeritus status for the following individuals receives Board of Regents approval:

**Mr. David Dunevant**, assistant professor and program head of Music in SOTA, effective May, 2017.

**Dr. Margaret Myers**, professor of marketing in the Department of Marketing, Sports Business, and Construction Management, effective May 17, 2016.

**Dr. Jim Thomas**, professor in the department of Psychological Sciences, effective May, 2017.

Mini Vitas Follow

**BACKGROUND:**

The faculty members recommended for Emeritus status have received the endorsement of the faculty, the dean, the provost, and the president.

## MINI VITA

**Name:** David L. Dunevant

**Title:** Associate Professor of Music

**Education:** M.M., 1977, College-Conservatory of Music, University of Cincinnati  
B.M.E., 1974, Murray State University

**Experience:** 2017 - Present, Interim Music Program Head and Associate Professor of Music, Northern Kentucky University

2013 - 14, Interim Associate Dean, College of Arts and Sciences, Northern Kentucky University

2011 - 2013, Interim Chair, Department of Sociology, Anthropology and Philosophy, Northern Kentucky University

1997 - 2001, Chair, Department of Music, Northern Kentucky University

1992 - 2017, Associate Professor of Music, Department of Music, Northern Kentucky University

1986 - 1991, Assistant Professor of Music, Department of Music, Northern Kentucky University

1984 - 1986, Lecturer, Department of Music, Northern Kentucky University

1981 - 1984, Instructor, Department of Music, College of Mount St. Joseph

## MINI VITA

- Name:** Dr. Margaret Myers
- Title:** Associate Professor, Department of Marketing, Sports Business, and Construction Management
- Education:** Ph.D. in English, 1983, Indiana University (Bloomington, Indiana)  
M.B.A. in Marketing, 1982, Indiana University (Bloomington, Indiana)  
M.A. in English, 1972, Indiana University (Bloomington, Indiana)  
B.A. in English and History, 1968, University of Birmingham (Birmingham, UK)
- Experience:** 1989-present, Associate Professor of Marketing, Department of Marketing, Sports Business, and Construction Management  
2016-present, Acting Chair, Department of Marketing, Sports Business, and Construction Management, Northern Kentucky University  
2010-2011, Interim Dean, Haile/US Bank College of Business, Northern Kentucky University  
2000-2010, Associate Dean, Haile/US Bank College of Business, Northern Kentucky University  
2008-2009, Interim M.B.A. Director, Haile/US Bank College of Business, Northern Kentucky University  
2000-2004, Director, College of Business Advising Center, Northern Kentucky University  
2001-2002, Interim Chair, Department of Information Systems, Northern Kentucky University  
1998-2000, Director of Women's Studies, Northern Kentucky University  
1984-1989, Assistant Professor of Marketing, Northern Kentucky University  
1982-1984, Assistant Professor of Marketing, North Carolina A&T University

## MINI VITA

**Name:** James H. Thomas, Jr.

**Title:** Professor of Psychology

**Education:** Ph.D., Developmental Psychology, 1976, University of Virginia, Charlottesville, Virginia

M.A., Experimental Psychology, 1969, University of Virginia, Charlottesville, Virginia

B.A., Majors in Psychology and Mathematics, 1967, Stetson University, Deland, Florida

**Experience:** 1990 - Present, Professor of Psychology, Northern Kentucky University

1981 - 1990, Associate Professor of Psychology, Northern Kentucky University

1975 - 1981, Assistant Professor of Psychology, Northern Kentucky University

**RECOMMENDATION:**

The Regents Professorship will be awarded to Dr. Cecile Marczynski, Professor of Psychology.

**BACKGROUND:**

The Regents Professorship is an important award that recognizes full professors who, “at the apex of their careers, have an exceptional record of achievements in scholarship or creative activity that has brought acclaim to the university and is consistent with the university’s core values... The award celebrates the accomplishments of the recipient and provides support through time and resources for the professor to focus on his/her work. Such work should bring further acclaim to the University and ultimately enhance the full breadth of the professor’s work.” (*Faculty Policies and Procedures Handbook*, p. 142)

A selection committee was formed of distinguished NKU professors, also including a professor from another Kentucky university. The committee members were Drs. Shamima Ahmed, Mike Carrell, Danny Collum (Kentucky State University), Michael Mannheimer, Gaut Ragsdale, Cindy Reed, Denise Robinson, Bob Wallace, and Mark Wasicsko. The committee reviewed the materials of five nominees: Drs. Sharmanthie Fernando, Yasue Kuwahara, Cecile Marczynski, Jonathan Reynolds, and Paul Tenkotte.

From the nominees, finalists were chosen by the committee, judged upon the criteria set forth in the faculty handbook and the strength of nominating letters and the candidate’s personal statement. After conferring with the committee and reviewing the application materials of each nominee, Cecile Marczynski is recommended as the recipient of the Regents Professorship award. This recommendation has been approved by Provost Sue Ott Rowlands and President Geoffrey S. Mearns.



**RECOMMENDATION:**

That the amendment to the Faculty Senate Constitution, as outlined below, receive Board of Regents approval.

**AMENDMENT TO THE FACULTY HANDBOOK**

Approved by the Faculty Senate on October 24, 2016

---

**Proposal to amend the Faculty Handbook to read as follows:**

**16.6. HUMAN SUBJECT POLICIES**

**16.6.1 GENERAL**

The Northern Kentucky University Institutional Review Board for the Protection of Human Subjects is appointed by the provost, who has administrative responsibility for safeguarding the rights and welfare of human subjects involved in research. The board consists of at least five members with varying academic backgrounds and at least one who is not an employee or agent of the University. Membership of the board will be reviewed annually by the provost, who will report any changes to the United States Secretary of Health and Human Service.

University policies and federal regulations regarding research with human subjects are implemented by the board and the University Office of Research, Grants, and Contracts, which serves as the administrative arm to the board and the provost.

The protection of human subjects from unnecessary risks can be achieved when: the human subject's participation is voluntary as reflected on the consent forms; the degree and nature of the risk have been carefully explained to the human subject; and there is a desirable balance between the potential benefits of the research and the risks undertaken by the human subject. The board has the sole responsibility to approve research with human subjects performed under the auspices of the University.

In reviewing all biomedical and behavioral research that involves human subjects conducted at Northern Kentucky University, the Institutional Review Board for the Protection of Human Subjects will utilize the following principles:

- ï A human subject will not be exposed to unreasonable risk to health or well-being whether physical, psychological, or social.
- ï Commensurate with the principle of protection of human subjects, the procedures for assessing and minimizing risk to human subjects shall respect and protect the academic freedom of the University's faculty and students in their pursuit of knowledge.
- ï The risks to an individual must be outweighed by the potential benefit to him/her or by the importance of the knowledge to be gained.
- ï The identity and personal privacy of human subjects and the confidentiality of information received will be protected.
- ï The nature of the research, the procedures to be followed, and the possible risks involved must be carefully and fully explained to the subject, parent or guardian, as appropriate. ~~The investigator must be satisfied that the explanation has been understood and consent in writing obtained without duress or deception.~~ The investigator must be satisfied that the explanation has been understood and obtain consent in writing, unless documentation of informed consent has been waived, without duress or deception.
- ï Voluntary participation is essential in all projects. No information concerning a project may be withheld from a potential subject in order to increase the willingness of the subject to participate in the project.
- ï A subject may request at any time that his/her participation in the experiment be

terminated, and the request shall be honored promptly and without prejudice.

- ï It shall be the responsibility of the individual investigator to decide when he/she does not have adequate knowledge of the possible consequences of his/her research, or of research done under his/her direction. When in doubt, he/she shall obtain the advice of others who do have the requisite knowledge.
- ï Potentially hazardous research procedures must be preceded by laboratory and animal experimentation or other scientifically established procedures that offer reasonable assurance that the safety of human subjects will be preserved.
- ï Remuneration may be offered to an individual for the time involved in a study, provided the investigator is satisfied that under the circumstances the remuneration is not so large as to constitute an undue or unreasonable inducement.
- ï It shall be a responsibility of Northern Kentucky University to ensure that research involving human subjects conducted by faculty, students, and employees of the University shall be performed carefully and with regard to the above principles.

### **16.6.2. RESEARCH THAT INVOLVES HUMAN SUBJECTS**

There is human-subject involvement when an investigator obtains:

- ï Data through intervention or interaction with the individual; and/or
- ï Identifiable private information.

“Intervention” includes both physical procedures from which data are gathered and manipulations of the subject or the subject’s environment that are performed for research purposes.

“Interaction” includes communication or interpersonal contact between investigator and subject.

“Private information” includes information about behavior that occurs in a context in which an individual can reasonably expect that no observation or recording is taking place and information that has been provided for specific purposes by an individual will not be made public. Private information must be individually identifiable.

All research conducted on human subjects—whether supported partly or wholly by external funds, University funds, or without funds—must have prior approval by the Institutional Review Board.

All proposals that request external support for activities involving human subjects under the auspices of the University must be submitted through the office of Research, Grants, and Contracts to the funding agency.

### **16.6.3. RESEARCH THAT INVOLVES HUMAN SUBJECTS BUT DOES NOT NEED APPROVAL FROM THE INSTUTUIONAL REVIEW BOARD**

~~Approval from the Institutional Review Board is not required when the research:~~

- ~~ï Is conducted in accepted educational settings, involving normal educational practices such as research on instructional strategies or classroom management methods;~~
- ~~ï Involves the use of educational tests, if the information does not identify the subjects;~~
- ~~ï Involves surveys or interviews, except when responses are identifiable with the individual subjects;~~
- ~~ï Involves observations, except when observations are recorded in such a manner that the~~

~~subjects can be identified; and/or~~

- ~~i. Involves the collection or study of existing data, documents, records, diagnostic specimens, if these sources are publicly available or if the information is recorded in a way that cannot be identified with the subjects.~~

In pursuit with CFR 46.101, federal guidelines state that only the IRB can determine the status of a proposed study. Because of this mandate, all potential research studies involving human participants or identifiable records must be submitted to the IRB for review before being started.

One narrowly defined study type is recognized as an exception to this policy. IRB review and approval is not needed for:

1. Studies in undergraduate classes or graduate seminars that involve human participants and are:

a. conducted solely for instructional purposes, and

b. not intended to contribute to general knowledge.

When a study is designed to provide a learning experience for students and when the instructor and student investigator(s) have no plan, intention, desire, or hope to publish, present, or report the findings of this study in any off-campus setting (e.g., journal, report, conference, other off-campus outlet, etc.) the activity will not be considered to be research, and will not require IRB review.

In this instance, faculty instructors are wholly responsible for classroom projects by students in their classes, and for ensuring that these student projects treat human participants ethically.

All research proposals with human-subject involvement must be reviewed by the board chair or board reviewer designated by the chair to assess and confirm exempt status.

#### **16.6.4. INVESTIGATOR'S LEGAL RESPONSIBILITY IN RESEARCH WITH HUMAN SUBJECTS**

The investigator is legally responsible for any research or related activities that involve human subjects conducted under the auspices of the University and/or that utilize University time, facilities, resources, and/or students. The University's legal counsel has the responsibility for resolution of any legal questions.

#### **16.6.5. APPLICATION PROCEDURES**

Principal investigators are required to submit a protocol describing the proposed research project to the Institutional Review Board for review and approval.

~~The principal investigator should provide the board with a protocol for each new research project involving human subjects. In addition, all supporting documents should be included, such as: questionnaires, signed letters of participation and agreement by institutions participating with Northern Kentucky University, consultants, physicians, sponsors, faculty advisers, personal interview statements, and debriefing procedures. A single stapled copy, in accordance with board guidelines, should be submitted to the board chair for exempt or expedited review. If a full board review is necessary, ten (10) additional copies will be required. The protocol should be limited to ten (10) pages or fewer. Grant proposals for external support are usually too long and frequently do not address the concerns of the board.~~  
The Principal Investigator should provide the board with a protocol for each new research project involving human subjects. In addition, all supporting documents should be included, such as: questionnaires, signed letters of participation and agreement by institutions

participating with Northern Kentucky University, personal interview statements, and debriefing procedures. In accordance with board guidelines, a single copy should be submitted to the IRB Administrator for review. Please note, grant proposals for external support should not be used as the protocol because they are often too long and frequently do not address the concerns of the board.

The investigator should discuss the need for the research, its objectives, the methods to be used to accomplish the objectives, the risks involved, and the procedures used to protect the subjects from, or minimize, the risks. Risks may be classified as physical, psychological, social to individuals, and social to groups. The risk of participating in research may arise directly or indirectly. Direct risks include threats to physical health/well-being or psychological/emotional health. Indirect risks stem from unauthorized access to identifiable data or inadvertent release of identifiable data into the public domain.

These are defined as follows:

Physical Risk: The extent to which physical injury is a possibility from physical activity, injections, or stimuli from electrical apparatus, fumes, light, noise, etc.

Psychological Risk: The extent to which research interrupts the normal activity of human subjects resulting from immediate or long-term stress. Stress includes any situation that threatens one's desired goals.

Social Risk to Individuals: The extent to which a subject is deprived of formal or informal relationships within social groups.

Social Risk to Groups: The extent to which a subject group, either formal or informal, is exposed to factors that may reduce the group's viability.

Any research proposing to place any individual at risk is obligated to obtain and document legally effective informed consent. Informed consent is the knowing consent of an individual, or his/her legally authorized representative, who is able to exercise free power of choice without undue inducement or any element of force, fraud, deceit, duress, or other form of constraint or coercion.

Research that has been approved by the board may be reviewed, approved, or disapproved by University officials. They may not, however, approve the research if the Institutional Review Board has not first approved it.

#### **16.6.6. REVIEW OF APPLICATION BY THE INSTITUTIONAL REVIEW BOARD**

All protocols are screened for completeness by the board chair prior to the conduct of a formal review. All protocols are screened for completeness during IRB Pre-Review by the IRB Administrator prior to the conduct of a formal review. A board member may not cast a vote, or be otherwise involved, in either the initial or conducting review or any activity in which he/she has any conflicting interest, or any involvement, except to provide information requested by the board. The review performed by the board will determine whether subjects will be placed at risk. The policy criterion for determining risk is defined as follows:

“Subject at risk” is any individual who may be exposed to the possibility of injury, including physical, psychological, or social injury, as a consequence of participation as a subject in any research, development, or related activity that departs from the application of established and accepted methods necessary to meet his/her needs or that increases the ordinary risks of daily

life, including the recognized risks inherent in a chosen occupation or field of service.

If risk is involved, the answers to the following questions will be considered:

- ï Are the risks to the subject too outweighed by the benefits to the subject and the importance of the knowledge to be gained as to warrant a decision to allow the subject to accept these risks?
- ï Are the rights and welfare of any such subjects adequately protected?
- ï Is legally effective informed consent obtained by adequate and appropriate methods in accordance with the provisions of federal regulations?

The board may use expedited review procedures for certain kinds of research involving no more than minimal risk and for minor changes in research protocols having prior board approval. Such review will be conducted by the board chair or by one or more experienced board reviewers designated by the chair. Under the expedited procedure, the reviewer(s) may exercise all the authorities of the board except that of final disapproval of the research. All board members will be notified of all research approved in the expedited review procedure. Any protocol not approved under the expedited procedure will be referred to the full board for review.

Approval of research will necessitate that the board determine that the following requirements are satisfied:

- ï Risks to subjects are minimized.
- ï Risks to subjects are reasonable in relation to anticipated benefits.
- ï Selection of subjects is equitable.
- ï Informed consent will be obtained from each prospective subject or the subject's legally authorized representative.
- ï The informed consent will be appropriately documented.
- ï Data will be regularly monitored to insure subjects' safety.

#### **16.6.7. ACTIONS BY THE INSTITUTIONAL REVIEW BOARD**

~~After review and discussion of the protocol, the board will take one of the following actions: In pursuit with 45 CFR 46, after review and discussion of the protocol, the board will take one of the following actions:~~

##### ~~**16.6.7.1. CLASSIFY THE RESEARCH AS NO RISK CLASSIFY THE SUBMISSION AS NOT RESEARCH**~~

~~No risk projects are those that involve no danger whatever to the subjects. This includes procedures such as standard classroom activities or interviews on non-threatening topics. Projects that do not involve changes in the ordinary risks of daily life or in recognized occupational risks are also considered no risk. Written informed consent is required in no risk projects. This includes quality improvement projects taking place in the classroom with no intention to present or publish collected data.~~

##### ~~**16.6.7.2. APPROVE THE RESEARCH AS RISK APPROVE THE RESEARCH AS EXEMPT**~~

~~The research may involve some risk to the subjects, but is not unreasonable. The potential benefits of the research outweigh the risks, and risk management procedures have been taken to minimize the risks. Exempt studies are those that involve little or no~~

risk to the subjects. This includes procedures such as standard classroom activities or interviews on non-threatening topics. Projects that do not involve changes in the ordinary risks of daily life or in recognized occupational risks are also no-risk. Written informed consent is required in exempt IRB studies. No need for IRB oversight unless changes are made to the protocol.

#### **16.6.7.3. ~~CONDITIONALLY APPROVE THE RESEARCH AS RISK~~ APPROVE THE RESEARCH AS EXPEDITED**

The board will require minor modifications to a part of the proposed research. The modifications required by the board may include such items as revising the consent form to explain the procedures more clearly, restricting use of a certain procedure, or requiring use of specified safeguards necessary for the protection of human subjects. The board may request the investigator to be present to discuss the research proposal. The research may involve some risk to the subjects, but is not unreasonable. The potential benefits of the research outweigh the risks, and risk-management procedures have been taken to minimize the risks. This approval requires oversight by the IRB and annual continuations must be submitted if the study will continue past the one year approval date.

#### **16.6.7.4. ~~DISAPPROVE THE RESEARCH~~ FULL BOARD APPROVAL**

The board is of the opinion that the potential benefits of the research do not outweigh the risks to the subjects. A Full Board Review approval requires quorum approval of the IRB. The board may request the investigator to be present to discuss the research proposal. This may occur when the IRB finds the research to have more than minimal risks and as defined by federal regulations, the elements, procedures or interventions require additional provisions or safeguards.

#### **16.6.7.5 DISAPPROVE THE RESEARCH**

The board is of the opinion that the potential benefits of the research do not outweigh the risks to the subjects. Some modifications or clarifications might be requested of the PI in all types of research. The modifications required by the board may include such items as revising the consent form to explain the procedures more clearly, restricting use of a certain procedure, or requiring use of specified safeguards necessary for the protection of human subjects.

### **16.6.8. DISPOSITION OF THE RECOMMENDATIONS**

Approvals, recommendations, restrictions, conditions, or disapprovals of application are communicated to the investigator by the board chair. If an application is disapproved for nonconformity with the policies of the board and the University, the board shall forward to the investigator a statement setting forth in detail the reasons for the nonconformity and recommendations of the board for modification of the research proposal.

### **16.6.9. RIGHTS OF APPEAL**

If the investigator believes that the proposal has been disapproved because of incorrect, unfair, or improper evaluation by the board, the investigator may appeal to the appropriate dean who then may request a reconsideration and hearing of the proposal by the board. Within ten (10) days after a negative decision, the affected investigator must show cause in writing or at a designated hearing as to why the board's decision should be reversed.

#### **16.6.10. APPEAL DECISION**

The board may take one of the following actions:

- ī Approve;
- ī Require modification; or
- ī Disapprove.

#### **16.6.11. RECORDS AND DOCUMENTATION OF THE INVESTIGATOR**

The investigator is required to obtain and keep documentary evidence of informed consent of the human subjects or their legally authorized representatives. ~~Such forms must be retained by the investigator (or faculty advisor) for a minimum of three (3) years after termination of the project.~~ Such forms must be retained by the investigator (or faculty advisory) for a minimum of six (6) years after termination of the project. If the records are part of a misconduct investigation, all records must be retained for a minimum of seven (7) years after the termination of the project.

#### **16.6.12. INSTITUTIONAL REVIEW BOARD RECORDS**

The board is required to keep copies of all documents presented or required for initial and continuing review by the board. These include copies of all research proposals received, scientific evaluations (if any accompany the proposals), approved sample consent documents, progress reports submitted by investigators, and reports of injuries to subjects. Minutes of board meetings shall reflect meeting attendance; actions taken by the board; votes on actions, which will show the number of members voting for, against, and abstaining; the basis for requiring changes in or for disapproving research; and written summaries of discussions about controverted issues and their resolution. Other documents will include records of continuing review activities; copies of all correspondence between the board and investigators; a list of board members; written procedures; statements of significant new findings; reports of injuries; progress reports; and unanticipated problems.



**RECOMMENDATION:**

That the amendment to the Faculty Senate Constitution, as outlined below, receive Board of Regents approval.

**AMENDMENT TO THE FACULTY HANDBOOK**

Approved by the Faculty Senate on November 28, 2016

---

**Proposal to amend the Faculty Handbook:**

**Current language reads:**

**11.8. TUITION WAIVER**

Each full-time regular faculty member may take up to six (6) semester hours of NKU course work each semester without being required to pay tuition. Each full-time regular faculty will be provided with a tuition waiver benefit of six (6) semester hours of NKU course work each semester for the faculty member's spouse and each dependent. "Full-time regular faculty" is defined as tenured full-time faculty, tenure track full-time probationary faculty, and non-tenure track renewable full-time faculty.

After one year of continuous service a temporary full-time faculty may take up to six (6) semester hours of NKU course work each semester without being required to pay tuition. This benefit is not extended to the temporary full-time faculty member's spouse or dependents.

**The following language accurately reflects the NKU Tuition Waiver Benefit on the Human Resources website (<https://hr.nku.edu/benefits/waiver.html>):**

**11.8. TUITION WAIVER**

Each full-time regular faculty member may take up to six (6) credit hours of NKU course work per semester/entire summer session without being required to pay tuition. Each full-time regular faculty will be provided with a tuition waiver benefit of six (6) semester hours of NKU course work each semester for the faculty member's spouse and each dependent. "Full-time regular faculty" is defined as tenured full-time faculty, tenure track full-time probationary faculty, and non-tenure track renewable full-time faculty.

After one academic year of continuous service a temporary non-tenure track full-time faculty may take up to six (6) credit hours of NKU course work per semester/entire summer session without being required to pay tuition. Beginning in the fourth year of continuous service, the employee's spouse and dependents will also eligible for six (6) hours per semester.

After two semesters/entire summer session over the course of one academic year of continuous service a part-time faculty member may take up to three (3) credit hours per semester/entire summer session without being required to pay tuition. The employee's legal spouse and dependents are not eligible for the tuition benefit.



**RECOMMENDATION:**

That the amendment to the Faculty Senate Constitution, as outlined below, receive Board of Regents approval.

**AMENDMENT TO THE FACULTY HANDBOOK**

Approved by the Faculty Senate on August 29, 2016

---

**The following language would replace Section 1.10, Graduate Faculty, in the 2016-2017 Faculty Handbook:**

**1.10. GRADUATE FACULTY**

**1.10.1. FULL GRADUATE FACULTY STATUS**

All NKU faculty who meet the faculty credentials policy passed by the Board of Regents (7/09) will be granted full graduate faculty status. This policy states: “faculty teaching graduate or post-baccalaureate course work must have an earned doctorate or terminal degree in the teaching discipline or related discipline.”

Faculty appointed to full graduate faculty status may:

- Teach or supervise graduate students
- Chair a thesis or dissertation committee or serve as a committee member
- Advise graduate students
- Serve on Graduate Council
- Serve as a graduate program director
- Vote upon any issue that is presented for a vote by all graduate faculty

**1.10.2. ASSOCIATE GRADUATE FACULTY STATUS**

Faculty who do not meet the requirements of the faculty credentials policy may have their credentials evaluated by their academic department to determine their qualifications for associate graduate faculty status through alternative credentials. Final approval for all faculty credentialing, including alternative credentialing, rests with the Provost.

Faculty who receive associate graduate faculty status may:

- Teach graduate level courses
- Serve on thesis or dissertation committees

Faculty who receive associate graduate faculty status may not:

- Serve as a graduate program director
- Chair a thesis or dissertation committee
- Serve on Graduate Council
- Vote on Graduate Council issues presented to all graduate faculty

**RECOMMENDATION:**

That the amendment to the Faculty Senate Constitution, as outlined below, receive Board of Regents approval.

**AMENDMENT TO THE FACULTY HANDBOOK**

Approved by the Faculty Senate on October 24, 2016

---

Proposal to eliminate the following language from the Faculty Handbook:

**2.3.3. ASSOCIATE PROFESSOR**

Reappointments of an associate professor will be for one-year terms, provided that the total time in probationary appointments, including university-recognized credit for prior service, does not exceed seven years. If an associate professor does not receive grant of tenure before the end of the sixth year of probationary appointments, including university-recognized credit for prior service, the contract for the seventh year shall be a terminal contract. (See Sections II. E., Probationary Contracts, and II. F., Probationary Contracts with Conditions To Be Removed.)

**2.3.4. PROFESSOR**

Reappointments of a professor will be for one-year terms, provided that the total time in probationary appointments, including university-recognized credit for prior service, does not exceed seven years. If a professor does not receive grant of tenure before the end of the sixth year of probationary appointments, including university-recognized credit for prior service, the contract for the seventh year shall be a terminal contract. (See Sections II. E., Probationary Contracts, and II. F., Probationary Contracts With Conditions To Be Removed.)

**Rationale**

NKU no longer offers probationary contracts to individuals at the Associate Professor or Professor ranks.

**RECOMMENDATION:**

That a Bachelor of Science Degree in Radiation Therapy, as outlined in the accompanying proposal, be approved for immediate implementation.

**BACKGROUND:**

The Radiation Therapy program at NKU will prepare students to work in the field of radiation oncology as radiation therapists. Radiation therapy uses various types of ionizing radiation to treat disease, primarily cancer. The role of the radiation therapist is to deliver the radiation to the patient as prescribed by a radiation oncologist. The objective of the Radiation Therapy Program is to fill the needs of the radiation therapy community by producing graduates prepared to work in entry-level positions as radiation therapists. In addition to excellent patient care skills and clinical knowledge, graduates will have exceptional communication skills, sound judgment, critical thinking and problem solving abilities.

**Why a B.S. in Radiation Therapy?**

The program curriculum would include didactic instruction in the areas of patient care, pathology and treatment principles, radiation physics, radiation biology and safety, and ethics. Clinical practice and supplemental instruction would be provided at clinical sites throughout the Northern Kentucky/Cincinnati tristate area. Upon successful completion of the program, graduates would be eligible to take the national registry examination given by the American Registry of Radiologic Technologists (ARRT). Graduates would then be able to obtain employment as a radiation therapist in cancer centers, hospitals, and outpatient clinics.

**What are the program objectives?**

1. Students will demonstrate clinical competence through the mastery of knowledge, psychomotor skills and critical thinking skills of an entry-level Radiation Therapist.
2. Students will demonstrate clear and effective communication, both verbally and in writing.
3. Students will demonstrate critical thinking skills based on professional standards.
4. Students will demonstrate professionalism.

**What is the anticipated enrollment?**

We anticipate 15 students during the first year and 20 students per year thereafter. Once the program is fully implemented and has students in each professional year, the maximum number of students in the program will not exceed 55.

# Radiation Therapy

## 2017-2018 New Academic Program

### General Catalog Information

**Type of Program \***  Program  
 Shared Core

**Identify Purpose of Proposal \***  Pre-Proposal  
 Full Proposal

**Academic Unit \***

**Program Level \***  Undergraduate  Graduate

**Does this proposal require TEC approval? \***  Yes  No

**Degree Level \***  Bachelor's  
 Master's  
 Doctoral  
 Certificate  
 Joint Program  
 Associate

**If Certificate, select appropriate option**  Undergraduate Certificate < 1 Year  
 Undergraduate Certificate 1-2 Years  
 Undergraduate Certificate 2-4 Years  
 Institutionally-Defined Undergraduate Certificate  
 Post-Baccalaureate Certificate (over 18 credit hours with Master Level Courses being taught)  
 Post-Masters Certificate (over 18 credit hours with Doctorate Level Courses being taught)  
 Institutionally-Defined Graduate Certificate  
 Post-Doctoral Degree Professional Practice Certificate

**Program Type \***

<b>Degree Type*</b>	<b>Bachelor of Science</b>
<b>Status*</b>	<input checked="" type="radio"/> Active-Visible
<b>Title of Proposed Degree Program*</b>	Radiation Therapy
<b>EEO Status</b>	
<b>Name of Program Director*</b>	Shannon Alexander
<b>Intended Date of Implementation*</b>	August 2017
<b>Anticipated Date for Granting First Degrees*</b>	May 2020
<b>Date of Governing Board Approval</b>	
<b>Date of CPE Approval</b>	
<b>List the objectives of the proposed program*</b>	The objective of the Radiation Therapy Program is to fill the needs of the radiation therapy community by producing graduates prepared to work in entry-level positions as radiation therapists. In addition to excellent patient care skills and clinical knowledge, graduates will have exceptional communication skills, sound judgment, critical thinking and problem solving abilities.
<b>Explain how the proposed program relates to the institutional mission and academic plan*</b>	<p>The 2013-18 Strategic Plan for NKU has stated priorities/goals of student success, talent development, academic innovation, community engagement and institutional excellence. The objectives of the radiation therapy program support each of them but specifically the following:</p> <p><i>Talent Development:</i> the radiation therapy program will produce skilled graduates that are prepared for the workforce.</p> <p><i>Academic Innovation:</i> The radiation therapy program would be a new program to the university that is a high-demand field in healthcare. The program would work to meet regional, state, and national workforce needs.</p>

*Community Engagement:* The radiation therapy program would collaborate with community partners to establish clinical sites for students. This would expand applied learning and research opportunities for students.

Also, NKU will be opening a Health Innovations Center in the spring of 2018. The vision for the building is to answer the many issues affecting population health in the Commonwealth of Kentucky. The radiation therapy program would be an additional program housed in the building and would support that vision by graduating health care professionals who treat patients with chronic conditions.

**Explain how the proposed program addresses the state's postsecondary education strategic agenda\***

This proposal also supports many of the objectives identified in The 2016-21 Strategic Agenda for Postsecondary and Adult Education, *Stronger by Degrees (2016 – 2021)*.

*Objective 3: Increase participation in postsecondary education, particularly among traditionally underserved populations.* Since the proposed program would be the only radiation therapy program in Kentucky, the opportunity for participation in this type of program would be increased. Once the program is established, the possibility of offering it in some type of distance learning format will exist, thereby increasing access to those in underserved parts of the state.

*Objective 7: Increase the number of KCTCS students who complete career-oriented certificates and associate degree programs and successfully transfer to four-year institutions.*

This program will provide KCTCS students with a new opportunity for transfer. There has been no radiation therapy program within Kentucky public institutions into which students could transfer. Students from the KCTCS program would be able to transfer into this program and receive credit for all of their general education courses according to the Kentucky transfer module.

*Objective 9: Improve the career readiness and employability of postsecondary education graduates:* Graduates of the proposed radiation therapy program will be immediately ready to enter the workforce. The combined didactic and clinical curriculum will result in highly skilled and knowledgeable healthcare professionals with demonstrated competency.

*Objective 11: Expand regional partnerships, outreach and public service that improve the health and quality of life of Kentucky communities.* Partnerships will be established with a variety of healthcare facilities and oncology centers in Kentucky in order for students to complete the clinical portion

of the curriculum. The program will have a direct impact on the health and quality of life of Kentucky communities by providing skilled healthcare workers who are prepared to function in the radiation oncology treatment field.

**Explain how the proposed program furthers the statewide implementation plan\***

This proposal also supports many of points identified in the statewide implementation plan from The 2016-21 Strategic Agenda for Postsecondary and Adult Education, *Stronger by Degrees (2016 – 2021)*. Specifically, the proposed radiation therapy program will contribute to the outcomes based funding initiative by increasing the number of degrees offered at NKU, credentials earned by students, and number of degrees completed.

**Student learning outcomes of the program**

**SLO 1: Students will demonstrate clinical competence through the mastery of knowledge, psychomotor skills and critical thinking skills of an entry-level Radiation Therapist.**

**SLO 2: Students will demonstrate clear and effective communication, both verbally and in writing.**

**SLO 3: Students will demonstrate critical thinking skills based on professional standards.**

**SLO 4: Students will demonstrate professionalism.**

**Explain how the curriculum achieves the program-level student learning outcomes\***

The program curriculum would include didactic instruction in the areas of patient care, pathology and treatment principles, radiation physics, radiation biology and safety, and ethics. Clinical practice and supplemental instruction would be provided at clinical sites throughout the Commonwealth of Kentucky, southwest Indiana, and Cincinnati, Ohio tristate area.

**Highlight any distinctive qualities of this proposed program\***

The most distinctive quality of this program would be its status as the only one in Kentucky. With the closure of St. Catharine College, the radiation therapy program there moved to Bellarmine University in order to allow current students to complete the program, but it is currently not accepting new students. It is uncertain whether that program will continue once those students graduate. However, even if that program continues, this proposed NKU program would be the only one at a public institution in Kentucky.

Another distinctive quality of this program will be the inclusion of interprofessional courses, which promote the team concept in healthcare as mandated for quality and patient safety in healthcare centers of excellence. In addition to specific radiation therapy courses, students will take courses from the health science (HSC) and radiologic science programs (RAD), plus a health informatics course (HIN) and Human Services course (HSR). Students enrolled in these courses will be from varied healthcare programs, allowing for interdisciplinary experiences.

**Will this program replace or enhance any existing program(s) or track(s) within an existing program?\***  Yes  No

**If yes, please specify. Include the projected faculty/ student in major ratio** n/a

**Is there a specialized accrediting agency related to this program?\***  Yes  No

**If yes, identify the agency** The Joint Review Committee on Education in Radiologic Technology (JRCERT)

**Do you plan to seek accreditation?\***  Yes  No

**If yes, explain**



**your plans for accreditation. If no, explain your rationale for not seeking accreditation\***

Program accreditation by the JRCERT must be accomplished in order for the graduates of the NKU radiation therapy program to be eligible to take the national certification exam. Accreditation must be awarded by the time the first class graduates (May 2020). Over the next few years, the program director will apply for accreditation, complete the required self study, partake in the JRCERT site visit and ensure all requirements are met for full accreditation.

**Describe the library resources available to support this program. You may attach any documentation provided to SACS\***

Students of the radiation therapy program will benefit from having full access to the resources within the W. Frank Steely Library found on campus at NKU. Current online databases will be sufficient for students to complete the program.

**Describe the physical facilities and instructional equipment available to support this program\***

As far as on-campus physical space, a majority of the didactic coursework will take place in a classroom. In addition, 2 faculty offices will be needed to support those teaching full-time in the program. Due to the large physical space required to accommodate the size of radiation therapy equipment and the expense of having radiation therapy equipment on-campus, clinical and lab coursework will take place off campus at area clinical sites not owned by NKU.

**Clearly state the admission, retention, and completion standards designed to encourage high quality\***

**Program Admission Standards:** Due to the limited number of clinical placements and the competitive, appealing nature of the program, the Radiation Therapy Program will have a selective admissions process. Students will be admitted once a year and will start the program during the fall semester. In order to be considered for acceptance in the Radiation Therapy Program, a student must have a minimum 2.8 GPA and completion of the following courses with a grade of C or better: BIO 208 and 208L (Human Anatomy and Physiology I), PHY 110 and PHY 110L (Introduction to Physics), MAT 119 (Pre-Calculus Math) or MAT 129 (Calculus I), and ENG 101 (College Writing). Students must successfully complete BIO 209 and BIO 209/L with a C or better prior to starting the first professional year.

**Program Retention and Completion Standards:** The program's benchmark

for retention and completion is set at 75% and in that 75% of those students who start the program will graduate within a reasonable time frame (150% of stated program length). The selective nature of the admissions process is designed to meet the retention and completion standards.

**Clearly state the degree completion requirements for the program\***

Graduates of the proposed Bachelor of Science in Radiation Therapy Program must complete the university's general education requirements in addition to prescribed professional courses in the program. Combined, there are a total of 124 hours required for the program completion. Professional coursework includes didactic, laboratory and clinical courses. The program will be competency-based, which means graduates will have to complete a specific number of competency exams at the clinical site for each clinical course and in order to sit for the national board exam.

**Total number of hours required for degree (including General Education credits)\***

124

**Number of hours in degree program core\***

79

**Number of hours in concentration\***

0

**Number of hours in guided electives\***

0

**Number of hours in free electives\***

0

**Delivery Method\***

- 100% f2F in classroom
- 100% Distance Learning
- F2F/Distance Learning Hybrid

**Describe how the proposed program will**

Currently, there are no other radiation therapy programs offered at a public institution in the state of Kentucky. An articulation agreement will be

**articulate with related programs in the state\***

developed between NKU and KCTCS to define the course equivalency between the institutions. Students who choose to pursue their pre-program coursework at KCTCS will be able to apply and transfer to NKU.

**Provide Catalog Program Description:\***

The Bachelor of Science in Radiation Therapy at NKU provides students the opportunity to enter into a rapidly advancing healthcare field that uses state-of-the-art equipment and offers a fulfilling and promising future. The radiation therapy program is pending JRCERT accreditation.

Radiation therapists are healthcare professionals who administer highly focused forms of radiation to treat cancer and other diseases as prescribed by a radiation oncologist according to established practices and standards. Duties include reviewing prescription and diagnosis; acting as a liaison with the physician and supportive care personnel; preparing equipment, such as immobilization, treatment, and protection devices; Irradiating and imaging patients; and maintaining records, reports, and files.

Education for the radiation therapy student is an integrated plan of classroom, laboratory, and clinical education. In addition to regular classroom coursework, students spend an average of 20 hours per week practicing their skills at an area clinical site.

**Prospective Curriculum\***

## Degree Requirements

### Courses required of the radiation therapy major.

HIN 355 Foundations of Health Informatics  
 HSC 413 Aging in Today's Society  
 HSC 421 Healthcare Research  
 HSC 440 Issues in Chronic Disease Management  
 HSR 314 Death, Dying, and Grief  
 RAD 230 Professional Communication in Health Science  
 RAD 310 Sectional Anatomy  
 RTT 209 Clinical Oncology II  
 RTT 296 Radiation Therapy Practicum II  
 RTT 200 Introduction to Radiation Therapy  
 RTT 208 Clinical Oncology I  
 RTT 214 Radiation Therapy Simulation Lab  
 RTT 220 Radiation Physics & Dosimetry I

RTT 221 Radiation Physics & Dosimetry II  
 RTT 286 Radiation Therapy Practicum I  
 RTT 308 Clinical Oncology III  
 RTT 320 Treatment Planning I  
 RTT 321 Treatment Planning II  
 RTT 340 Radiation Biology  
 RTT 341 Radiation Therapy Protection  
 RTT 376 Radiation Therapy Practicum III  
 RTT 386 Radiation Therapy Practicum IV  
 RTT 396 Radiation Therapy Practicum V  
 RTT 470 Imaging Modalities  
 RTT 480 Radiation Therapy Capstone  
 RTT 486 Radiation Therapy Practicum VI  
 RTT 496 Radiation Therapy Practicum VII

**Describe planned alternative methods of program delivery\*** This will be a traditional face-to-face program with the following courses delivered in an online format: HIN 355, RAD 310, HSC 421, HSC 440, HSC 413 and HSR 314.

**Describe how the doctorate builds upon the reputation and resources of the existing master's degree program in the field** n/a

**Explain the impact of the proposed program on undergraduate education at the institution** The Radiation Therapy Program will have a positive impact on undergraduate education at NKU because it will provide another option for students looking to major in a health profession at NKU. All health profession programs at NKU are selective admissions and there are several qualified students each year who are not accepted into a program. This program will provide another way for the university to retain students.

**List and discuss the nature and appropriateness of available clinical sites** Fourteen sites from area healthcare organizations have been identified as clinical sites for the Radiation Therapy Program; University of Cincinnati, St. Elizabeth Healthcare, TriHealth, Good Samaritan in Dayton, OH, Mercy

Health, Veteran Affairs Medical Center in Dayton, OH, and Oncology Hematology Care. These sites are located throughout the Cincinnati tri-state area. Each clinical site is at a hospital or outpatient cancer center to ensure students have an effective and appropriate clinical experience.

**Clearly describe all evidence of student demand\***

The student demand for the radiation therapy program at Northern Kentucky University is evident by the number of student program applications for both the former radiation therapy program at the University of Cincinnati (within 5 miles of the NKU campus) and the number of student program applications for the radiologic science program at NKU.

When the University of Cincinnati program was in existence, there were on average 50 qualified applicants for the 12 spaces available each year in the program. Generally, due to the limited number of spaces in the program, students often applied yearly 2 to 3 times before being accepted.

The radiologic science program at NKU is similar to the proposed radiation therapy program in that students in both programs are working in the field of radiation. The NKU radiologic science program has on average 60 to 80 applicants each year for a total of 26 spaces in the program.

Based on this and the letters of support from area clinical sites validating the need regionally for therapists, we are confident there will be significant student demand for a radiation therapy program at NKU.

**Provide evidence of student demand at the regional, state, and national levels\***

Student demand of the program at the regional level is shown with the number of applicants for similar healthcare programs. Student demand at the state and national levels are comparable given the limited number of programs and selective admission into said program. There are only a total 6 accredited programs in the states surrounding Kentucky (OH, IN, TN, IL, MO, WV, VA, and NC), making student demand for a radiation therapy program at NKU quite significant.

**Identify the applicant pool and how they will be reached\***

The applicant pool for the radiation therapy program will be similar to those of other health profession programs at NKU. The majority of applicants would be NKU students or transfer students from the KCTCS system and other area colleges and universities (University of Cincinnati, Cincinnati

State Technical and Community College, and other surrounding state public institutions).

**Describe the student recruitment and selection process\***

Advisors for the College of Health Professions and faculty in the program and the department of allied health would participate in a variety of recruitment events sponsored by the Office of Admissions at NKU, area hospitals, and other educational institutions.

**Identify the primary feeders for the program\***

It is anticipated that the primary feeders for the program will be current NKU students and students attending KCTCS schools. Since NKU is a metropolitan institution, transfer students from the University of Cincinnati and Cincinnati State Technical and Community College are likely to apply.

**Provide any evidence of a projected net increase in total student enrollments to the campus as a result of the proposed program\***

The maximum number of students in the program will not exceed 55 once the program has students in each professional year.

Student Starts	Fall 2017 yr	1 <sup>st</sup> Fall 2018 2 <sup>nd</sup> yr	Fall 2019 3 <sup>rd</sup> yr	Fall 2020 4 <sup>th</sup> yr
Class of 2020	15			
Class of 2021		20		
Class of 2022			20	
Class of 2023				20
Class of 2024				
Total	15	20	20	20
Retained Students	Fall 2017 yr	1 <sup>st</sup> Fall 2018	Fall 2019 3 <sup>rd</sup> yr	Fall 2020 4 <sup>th</sup> yr

	yr	2 <sup>nd</sup> yr	yr	yr
Class of 2020		13	12	
Class of 2021			18	17
Class of 2022				18
Class of 2023				
Class of 2024				
Totals		13	30	35
<b>Total New and Retained Students</b>	<b>15</b>	<b>33</b>	<b>50</b>	<b>55</b>

**Clearly describe evidence of employer demand\***

The University of Cincinnati used to have an associates degree program in radiation therapy. The program discontinued accepting new students in 2014 in preparation for the transition to a bachelors degree program. During the transition, the program was cut due to budgetary constraints. The previous program director at UC has shared nearly 20 letters of program support from employers of radiation therapists in the Greater Cincinnati/ Northern Kentucky metropolitan area. These letters emphasize the employer demand for a radiation therapy program to ensure staffing at cancer centers are sufficient moving forward.

**Describe the types of jobs available for graduates, average wages for these jobs, and the number of anticipated openings for each type of jobs at the regional, state, and national levels\***

Graduates of the radiation therapy program will be eligible to sit for the national certification exam upon graduation. After passing the exam, students will be able to obtain entry-level positions as a radiation therapist.

According to the United States Department of Labor, Bureau of Labor Statistics, the job outlook for radiation therapists is expected to grow by 14% over the next 10 years. Currently, with the closing of St. Catharine's College (located in St. Catharine, KY), there are no radiation therapy programs in the Commonwealth of Kentucky. With the closing of The University of Cincinnati's radiation therapy program in 2015, there aren't any programs to prepare radiation therapists within a 100 mile radius of the NKU campus. Therefore, the demand for radiation therapists in the commonwealth of Kentucky and Cincinnati tri-state region is expected to be critical within the next 5 years. The hourly wage for a radiation therapist is between \$26-58. This wage is often dependent on geographic location and experience.

**Clearly describe all evidence justifying a new program based on changes in the academic discipline or other academic**

**reasons\***

Given there are currently no permanent radiation therapy programs in the state of Kentucky or greater Cincinnati area, a program at NKU is justified to prevent future shortages of radiation therapy professionals.

**If the proposed program is an advanced practice doctorate explain the new practice or licensure requirements in the profession and/or requirements by specialized accrediting agencies that necessitate a new doctoral program**

n/a

**Does the proposed program differ from existing programs?\***  Yes  No

**If yes, please explain**

There are currently no permanent radiation therapy programs in the state of Kentucky. With the exception of the temporary radiation therapy program at Bellarmine University, there are no other radiation therapy programs in the state of Kentucky. As far as similar programs in the SREB, Armstrong Atlantic State University in Georgia has a Bachelor of Science in Radiation Therapy Program.

**Does the proposed program serve a different student population from existing programs?\***  Yes  No

**If yes, please**



**explain**

The proposed radiation therapy program at NKU will serve students in the Greater Cincinnati, Northern Kentucky, and Southeast Indiana given there are no other programs in this geographic region.

**Is access to existing programs limited?\***  Yes  No

**If yes, please explain**

With the exception of the temporary radiation therapy program at Bellarmine University, there are no other radiation therapy programs in the state of Kentucky. As far as similar programs in the SREB, Armstrong Atlantic State University in Georgia has a Bachelor of Science in Radiation Therapy Program.

**Is there excess demand for existing similar programs?\***  Yes  No

**If yes, please explain**

Given that all radiation therapy programs are selective admissions, there are often times 50-200 prospective students looking to complete a radiation therapy program but able to do so due to the limited number of programs.

**Will there be collaboration between the proposed program and existing**  Yes  No

programs?\*

If yes, please explain the collaborative arrangements with existing programs

n/a

If no, please explain why there is no proposed collaboration with existing programs

The only other similar program in the state of Kentucky is the temporary program at Bellarmine University. The future of that program remains unclear and given it is a private institution and not close in proximity, collaboration is not anticipated at this time.

Will this program require additional resources?\*

Yes  No

If yes, provide a brief summary of additional resources that will be needed to implement this program over the next five years

The only anticipated financial resource needed to start and continue this program are faculty salaries.

Will this program impact existing programs and/or organizational units within your institution?\*

Yes  No

If yes, please describe the

**impact** n/a

**Describe program evaluation procedures for the proposed program\***

A robust Assessment Plan is required for programmatic accreditation through the JRCERT in addition to providing a method of continuous evaluation and improvement of the program. The program director will implement an Assessment Plan that is both systemic and ongoing; offering the opportunity to gather and analyze measured outcomes data to improve student learning. The Assessment Plan itself will be evaluated on an annual basis. The goals of the plan are dictated by the JRCERT.

**Which components will be evaluated?\***

1. Program Effectiveness Assessment Plan will be measured using various tools including: Annual performance on national certifying examination, program completion rate, evaluation of graduate's clinical skills by employers and graduates perception of how well the program prepared them for the employment.

2. Program Assessment Plan of Program Outcomes will also use multiple tools for each outcome including: Final check-off grading sheet for simulation lab, calculation sheets for monitor unit calculation, and copies of journal entry grades.

Both assessment plans will be linked to the program student learning outcomes and specific measures, tools, and benchmarks will be established to make sure the outcomes are being met.

**When will the components be evaluated?\***

The components will be evaluated annually.

**When will the data be collected?\***

The data will be collected annually.

**How will the data be collected?\***

Various assignments, surveys, and/or clinical evaluation tools will be identified as assessment tools and the data from those tools will be recorded.

**What will be the benchmarks and/or targets to be achieved?\***

The benchmarks to be achieved are largely determined by the JRCERT, the program accrediting body.

**What individuals** The radiation therapy program director will be responsible for program

**or groups will be responsible for data collection?\*** assessment and data collection.

**How will the data and findings be shared with faculty?\*** Data and findings will be shared annually at program meetings.

**How will the data be used for making programmatic improvements?\*** The assessment data generated by the assessment plan will be analyzed to determine the program's level of attainment of benchmarks identified for each program outcome as a means of continual and ongoing academic program improvement. The goals of the assessment plan will 1. continually monitor the effectiveness of the program, 2. Identify areas that can be improved upon, 3. Determine and implement a plan of action, 4. Evaluate the effectiveness of the plan of action, 5. Annually evaluate the Assessment Plan.

**What are the measures of teaching effectiveness?\*** Teaching effectiveness will largely be measured by the pass rates of national certification examination (registry) graduates take to earn their certification in radiation therapy.

**What efforts to improve teaching effectiveness will be pursued based on these measures?\*** The national certification exam (registry) provides program directors with information regarding not only the pass rate of their graduates on the examination but also their performance in certain subject areas of the exam. This will give the program directly specific areas where education and teaching effectiveness can be improved.

**What are the plans to evaluate students' post-graduate success?\***

Post-graduate success will be evaluated from the data of surveys. Surveys will be sent to area employers of graduates of the program to ensure clinical competence. Graduates of the program will also receive a survey obtaining information about their satisfaction with the program and employment status.

**Attached**  I have attached a SACS Faculty Roster Form.

**Attached\***  I have attached course lists by curricular headings.

**Attached**  I have attached a Projected Student Demand Estimate.

**Attached**  I have attached a Funding Sources Table.

**Attached**  I have attached a Breakdown of Budget Expenses/ Requirements Table.

**RECOMMENDATION:**

That a Bachelor of Science Degree in Neuroscience, as outlined in the accompanying proposal, be approved for immediate implementation.

**BACKGROUND:**

The Bachelor's degree in Neuroscience will allow students to gain a rich, transdisciplinary understanding of how behavior and cognition can be explained from a biological perspective. This understanding should include considerations of nervous system function that range from the genetic to the philosophical. The proposed program is based on expanding the current neuroscience minor (65 students) and the expertise of 13 active neuroscience and affiliated faculty who will teach in this program. The BS in Neuroscience will enable students to pursue innovative endeavors during and after college. The program will be student centered and have a major focus on undergraduate research

**Why a B.S. in Neuroscience?**

Because of the heavy emphasis of research and discovery in the field of neuroscience, the program will strive to emphasize undergraduate involvement in research and independent scholarship. Students in the major will engage in educational and experiential learning activities that will prepare them for careers in many fields including medicine, biomedical research, and graduate work in the natural sciences, psychological science, computer science, philosophy, education, or linguistics.

**What are the program objectives?**

1. Understanding. We will graduate students who understand the core principles of contemporary neuroscience.
2. Critical Thinking. We will graduate students who can analyze, synthesize, and criticize scientific data and results.
3. Communication. We will graduate students who can engage in informed and effective communication on a wide range of topics that involve neuroscience.
4. Integration. We will graduate students who can take a transdisciplinary perspective and apply neuroscientific research to complex real-world problems.

**What is the anticipated enrollment?**

Once the program is fully implemented, the target number of students will be approximately 50 students per year.

# Neuroscience

## 2017-2018 New Academic Program

### General Catalog Information

Type of Program\*  Program  
 Shared Core

Identify Purpose of Proposal\*  Pre-Proposal  
 Full Proposal

Academic Unit\*

Program Level\*  Undergraduate  Graduate

Does this proposal require TEC approval?\*  Yes  No

Degree Level\*  Bachelor's  
 Master's  
 Doctoral  
 Certificate  
 Joint Program  
 Associate

If Certificate, select appropriate option  Undergraduate Certificate < 1 Year  
 Undergraduate Certificate 1-2 Years  
 Undergraduate Certificate 2-4 Years  
 Institutionally-Defined Undergraduate Certificate  
 Post-Baccalaureate Certificate (over 18 credit hours with Master Level Courses being taught)  
 Post-Masters Certificate (over 18 credit hours with Doctorate Level Courses being taught)  
 Institutionally-Defined Graduate Certificate  
 Post-Doctoral Degree Professional Practice Certificate

Program Type\*



<b>Degree Type*</b>	<b>Bachelor of Science</b>
<b>Status*</b>	<input checked="" type="radio"/> Active-Visible
<b>Title of Proposed Degree Program*</b>	Neuroscience
<b>EEO Status</b>	
<b>Name of Program Director*</b>	Christine Curran
<b>Intended Date of Implementation*</b>	Fall 2017
<b>Anticipated Date for Granting First Degrees*</b>	May 2021
<b>Date of Governing Board Approval</b>	
<b>Date of CPE Approval</b>	6-20-2016 CPE approval of pre-proposal
<b>List the objectives of the proposed program*</b>	<p>Students will obtain an understanding of the core principles of neuroscience and the transdisciplinary nature of the discipline.</p> <p>Students will develop critical thinking skills by learning and applying theoretical knowledge, scholarship, research principles, research skills, and data analytics in the neurosciences.</p> <p>Students will learn how to effectively interpret primary neuroscience literature and communicate their findings orally and in writing.</p> <p>Students will apply and integrate their knowledge of neuroscience to other areas of their studies and to everyday life.</p>
<b>Explain how the proposed program relates to the institutional mission and academic plan*</b>	<b>NKU Mission:</b> As a public comprehensive university located in a major metropolitan area, Northern Kentucky University delivers innovative, student-centered education and engages in impactful scholarly and creative endeavors, all of which empower our graduates to have fulfilling careers and meaningful lives, while contributing to the economic, civic, and social vitality of the region.

The BS in Neuroscience will enable students to pursue innovative endeavors during and after college. The program will be student centered and have a major focus on undergraduate research.

**NKU Strategic Priorities from *Fuel the Flame* (2013-18 Strategic Plan):**

Student Success; Talent Development; Academic Innovation; Community Engagement; and Institutional Excellence. The BS in Neuroscience program supports all 5 strategic priorities.

**Student Success:** The program will provide a supportive, student-centered educational environment that promotes academic success, global awareness, and timely graduation.

**Talent Development:** The program will enroll more students to increase educational attainment levels; recruit more transfer students into the programs; produce skilled graduates prepared for the workforce, advanced careers, and graduate education; and assist graduates in the transition from college to work and career advancement.

**Academic Innovation:** Develop and expand transdisciplinary programs (of which neuroscience is one), courses, and research; expand applied and experiential learning opportunities across the curriculum; develop programs that meet the diverse needs of our student body; enhance the quality, relevance, and sustainability of the academic program portfolio; and expand relevant programs in high-demand fields to meet regional workforce needs.

**Community Engagement:** Expand partnerships with business, government, education, and nonprofit organizations specifically to provide internships and co-ops for neuroscience majors.

**Institutional Excellence:** A high-profile major like Neuroscience will help NKU recruit, retain, and develop outstanding faculty and staff.

**Explain how the proposed program addresses the state's postsecondary education strategic agenda\***

**CPE Strategic Agenda (*Stronger by Degrees*):** College Readiness; Student Success; Research, Economic and Community Development; and Efficiency and Innovation. The BS in Neuroscience program supports 2 of the 4 strategic priorities.

**Student Success:** The BS in Neuroscience program will increase the use of data, information, research, and technology to improve student learning and outcomes; and promote student engagement, undergraduate research, internships, and other educational opportunities that improve the quality of the student experience, develop leaders, and

foster success after graduation.

**Research, Economic and Community Development:**

Advance Kentucky's STEM+H agenda through ongoing leadership, advocacy, and collaborative efforts; strengthen and expand partnerships with business, industry, government, non-profit, and other educational entities to meet Kentucky's workforce and community needs; support collaborations among postsecondary institutions to serve regional needs and planning efforts to raise the educational attainment level of the Commonwealth; and maximize the impact of postsecondary education's contribution to improving the health of Kentucky's people.

**Explain how the proposed program furthers the statewide implementation plan\***

**CPE Strategic Implementation Plan** (<http://cpe.ky.gov/planning/strongerbydegrees/implementation.htm>) The BS in Neuroscience program supports the Implementation Plan in the following ways:

**Accountability:** The BS in Neuroscience program faculty will create and implement a rigorous program assessment plan to ensure we are achieving our program objectives and student learning outcomes. Additionally, class sizes and course/lab materials will be monitored to ensure appropriate use of resources.

**Performance Metrics and Targets:** Since Neuroscience is a STEM and health-related degree and the program will involve experiential learning in the forms of undergraduate research, internships and co-ops, the program will participate in all assessment efforts by the university and state (e.g., STEM-H assessments).

**Balancing Quality and Quantity:** The program is one of the expanded new programs referred to in this section. We expect more than 150 majors within the first 5 years, increasing overall degree production at NKU and enabling students to earn high-quality credentials and to be successful in their work, life and communities. Moreover, the quality of the program will be distinctive since we will strive to engage nearly all majors in some type of individualized scholarly experience and our coursework will be unique compared to national trends in neuroscience curriculum.

**Student learning outcomes of the program**

**Analyze complex scientific problems**

**Critically evaluate neuroscientific information from a variety of sources**

**Summarize neuroscience concepts for different audiences**

**Work with stakeholders in and outside of neuroscience**

**Apply ethical concepts in neuroscientific activities**

**Explain how the curriculum achieves the program-level student learning outcomes \***

The Student Learning Outcomes (SLOs) will be embedded within the Introductory and Major Core courses with a progression planned in accordance with best practices in assessment: Introduction, Reinforcement, and Mastering of the SLOs. Concepts and skills will introduced in the Introductory Core and reinforced in the Major Core. The curriculum requires an experiential learning experience and a senior-level neuroscience seminar course. These will be used to assess mastery of the five SLOs.

**Highlight any distinctive qualities of this proposed program \***

The proposed neuroscience major will be transdisciplinary, including core courses in nine different programs and guided electives from 11 programs. The tracks are designed to provide clear pathways to employment after a four-year degree in cognitive-behavioral research or computational neuroscience as well as structured pathways for those interested in graduate/professional schools.

**Will this program replace or enhance any existing program(s) or track(s) within an existing program? \***  Yes  No

**If yes, please specify. Include the projected**

faculty/ student  
in major ratio

Is there a specialized accrediting agency related to this program? \*  Yes  No

If yes, identify the agency

Do you plan to seek accreditation? \*  Yes  No

If yes, explain your plans for accreditation. If no, explain your rationale for not seeking accreditation \* N/A

Describe the library resources available to support this program. You may attach any documentation provided to SACS \*

Steely Library Resources include electronic journal subscriptions, SourceFinder, and searchable databases for scientific information. No new resources are needed to support this program.

Describe the physical facilities and instructional

In addition to existing classrooms, teaching laboratories, and research laboratories in Biological Sciences, Chemistry, and Psychological Sciences,

**equipment available to support this program\***

two neuroscience teaching laboratories, a neuroscience research laboratory, and a state-of-the-art vivarium are under construction as part of the Health Innovations Center-Founders Hall renovation project. These facilities will accommodate the projected growth of the Neuroscience major over the next several years.

**Clearly state the admission, retention, and completion standards designed to encourage high quality\***

The admission standards for all students pursuing degrees in neuroscience (all tracks) are: mathematics ACT 22 or greater and CPE minimum standards of 18 English and 20 reading, or successful completion of appropriate developmental courses. Transfer students must also meet these requirements before declaring a neuroscience major.

**Clearly state the degree completion requirements for the program\***

Students must complete 120 semester credit hours with the last 30h completed at NKU. Students must earn a C- or higher in all core courses, a cumulative 2.0 GPA in their core courses, and a cumulative 2.0 GPA in their track courses. Students must complete a semester-long experiential learning project and the final report associated with that project.

**Total number of hours required for degree (including General Education credits)\***

120

**Number of hours in degree program core\***

55-57

**Number of hours in concentration\***

16

**Number of hours**

0

**in guided  
electives\***

**Number of hours  
in free electives\*** 27-29

**Delivery Method\***

100% f2F in classroom

100% Distance Learning

F2F/Distance Learning Hybrid

**Describe how the  
proposed  
program will  
articulate with  
related programs  
in the state\***

There are no articulation agreements with other existing neuroscience programs.

**Provide Catalog  
Program  
Description:\***

The bachelor's degree in Neuroscience will allow students to gain a rich, transdisciplinary understanding of how behavior and cognition can be explained from a biological perspective and gain familiarity with the computational tools used to analyze complex behavioral data. This understanding will include considerations of nervous system function that range from the genetic to the computational to the philosophical. Academic departments participating in this program include: Biological Sciences; Chemistry; Computer Science; Mathematics & Statistics, Psychological Science; and Sociology, Anthropology & Philosophy. Students in the neuroscience major will engage in educational and experiential learning activities that will prepare them for careers in many fields including medicine, biomedical research, psychological science, and computational neuroscience. Students may select pathways that prepare them for job placement immediately upon graduation or graduate studies in neuroscience or one of the disciplines included in the neuroscience major.

Note: The neuroscience major does not require a secondary area of study (e.g. minor or focus).

**Prospective  
Curriculum\***

## Introductory Core

### Pre-requisites for upper-division major core

BIO 150 Introduction to Biology I  
 BIO 150L Introduction to Biology I Laboratory  
 BIO 151 Introduction to Biology II

BIO 151L Introduction to Biology II Laboratory  
CHE 120 General Chemistry I  
CHE 120L General Chemistry I Laboratory  
INF 120 Elementary Programming  
NEU 150 Orientation to Neuroscience  
PSY 100 Introduction to Psychology  
STA 205 Introduction to Statistical Methods

## Major Core

BIO 291W Advanced Writing in Biology  
NEU 493 Cognitive Neuroscience Seminar  
PSY 311 Biopsychology  
PSY 311L Biopsychology Laboratory  
ANT 342 Quantitative Methods in Anthropology  
OR  
PSY 210 Research Methods and Lab  
BIO 208 Human Anatomy and Physiology I  
BIO 208L Human Anatomy and Physiology I Laboratory  
OR  
BIO 425 Mammalian Anatomy and Physiology I  
BIO 425L Mammalian Anatomy and Physiology I  
Laboratory  
PHI 345 Philosophy of Mind  
OR  
PHI 340 Neuroethics  
BIO 402 Evolutionary Neurobiology  
BIO 402L Evolutionary Neurobiology Laboratory  
OR  
BIO 440 Animal Behavior  
BIO 440L Animal Behavior Laboratory  
NEU 301 Neuroanatomy  
NEU 301L Neuroanatomy Lab  
OR  
NEU 302 Neurosignaling  
NEU 302L Neurosignaling Lab  
PSY 338 Cognitive Processes  
OR  
PSY 510 Psychopharmacology  
NEU 491 Neuroscience capstone  
OR  
NEU 492 Neuroscience research  
OR  
NEU 495 Neuroscience Study Abroad  
OR



NEU 496 Neuroscience internship  
OR  
NEU 499 Neuroscience Independent Study

**Select one of the following tracks (16 hours)**

### **Cognitive Track**

**Take a minimum of 16h in at least two different disciplines with at least 12h at the 300-level or above.**

BIO 305 Developmental Biology  
BIO 305L Developmental Biology Laboratory  
BIO 349 Genetics  
BIO 349L Genetics Laboratory  
BIO 400 Advanced Molecular Biology  
BIO 400L Advanced Molecular Biology Laboratory  
BIO 402 Evolutionary Neurobiology  
BIO 402L Evolutionary Neurobiology Laboratory  
BIO 407 Ornithology  
BIO 407L Ornithology Laboratory  
BIO 436 Advanced Biology of the Cell  
BIO 440 Animal Behavior  
BIO 440L Animal Behavior Laboratory  
BIO 467 Endocrinology  
NEU 301 Neuroanatomy  
NEU 301L Neuroanatomy Lab  
NEU 302 Neurosignaling  
NEU 302L Neurosignaling Lab  
NEU 494 Neuroscience Special Topics  
PHI 265 Logic  
PHI 340 Neuroethics  
PSY 210 Research Methods and Lab  
PSY 301 Evolutionary Psychology  
PSY 305 Psychological Testing & Measurement  
PSY 309 Psychology of Perception  
PSY 321 Lifespan Development  
PSY 321L Developmental Science Laboratory  
PSY 333 Abnormal Psychology  
PSY 337 Animal Learning  
PSY 338 Cognitive Processes  
PSY 338L Cognitive Processes Laboratory  
PSY 340 Social Psychology

PSY 340L Social Psychology Laboratory  
 PSY 465 Health Psychology  
 PSY 465L Health Psychology Laboratory  
 PSY 510 Psychopharmacology

## Social neuroscience track

**Take a minimum of 16h from at least three disciplines  
 and at least 12h at the 300 level or above.**

ANT 202 Biological Anthropology  
 ANT 202L Introduction to Physical Anthropology  
 Laboratory  
 ANT 275 Language and Culture  
 ANT 333 Paleoanthropology Laboratory  
 ANT 334 Behavioral Field Methods  
 ANT 340 Ethnographic Methods and Research  
 ANT 342 Quantitative Methods in Anthropology  
 ANT 347 Primate Behavioral Ecology  
 ANT 348 Primate Sexuality  
 ANT 371 Psychological Anthropology  
 NEU 301 Neuroanatomy  
 NEU 301L Neuroanatomy Lab  
 NEU 302 Neurosignaling  
 NEU 302L Neurosignaling Lab  
 NEU 494 Neuroscience Special Topics  
 PHI 306 Philosophy and Science  
 PHI 315 Knowledge and Reality  
 PHI 340 Neuroethics  
 PSY 304 Consumer Psychology  
 PSY 321 Lifespan Development  
 PSY 321L Developmental Science Laboratory  
 PSY 340 Social Psychology  
 PSY 340L Social Psychology Laboratory  
 PSY 465 Health Psychology  
 PSY 465L Health Psychology Laboratory  
 PSY 505 Drug Policy  
 PSY 510 Psychopharmacology  
 SOC 303 Social Psychology  
 SOC 320 Social Research  
 SOC 321 Applied Social Research  
 SOC 322 Qualitative Research Methods  
 SOC 332 Collective Behavior

## Computational track

**Take a minimum of 16h in at least three disciplines and at least 12h at the 300-level or above.**

MAT 112 Applied Calculus

OR

MAT 128 Calculus A

OR

MAT 129 Calculus I

PHI 265 Logic

OR

PHI 340 Neuroethics

OR

PHI 345 Philosophy of Mind

CSC 260 Object-Oriented Programming I

CSC 260L Object-Oriented Programming Laboratory

CSC 270 Mathematics Software Programming

CSC 325 Introduction to Neural Networks and A.I.

CSC 360 Object-Oriented Programming II

DSC 311 Data Analytics

DSC 321 Data Visualization

STA 314 Design and Analysis of Experiments

STA 316 Regression Analysis

STA 317 Introduction to Time Series Analysis

STA 327 Categorical Data Analysis

STA 360 Statistical Computing

**Describe planned alternative methods of program delivery\***

Some courses may offered as hybrids. Experiential learning may be off-campus as internship.

**Describe how the doctorate builds upon the reputation and resources of the existing master's degree program in the field**

**Explain the impact of the proposed program on undergraduate education at the**

**institution**

**List and discuss  
the nature and  
appropriateness  
of available  
clinical sites**

**Clearly describe  
all evidence of  
student demand\***

NKU has had the Neuroscience Minor since 2005. As of today, there are 43 students enrolled in the minor, with 10-15 graduates each year. Since discussion of creating a neuroscience major at NKU began, more than 30 students who are not enrolled in the neuroscience minor have expressed interest in the program.

**Provide evidence  
of student  
demand at the  
regional, state,  
and national  
levels\***

In the Commonwealth, there are three active neuroscience majors (Morehead State, Transylvania University University of Kentucky). These neuroscience majors are similar in that they are made up primarily of existing courses in the disciplines of biology, chemistry and psychology.

Research at similar institutions has shown that neuroscience major programs grow quickly. For example, five years after starting their neuroscience major, the University of Nebraska at Omaha had an enrollment of 217 majors. The same trend holds for Central Michigan University (>200 students after 5 years). The overall sizes of both universities are similar to NKU, but they do have graduate (Ph.D.) programs in Psychology and Neuroscience, respectively, that may serve to increase enrollment.

**Identify the applicant pool and how they will be reached\***

Initially, we anticipate many current neuroscience minors will self-select into the major along with current majors in biology, chemistry and psychology. NKU draws primarily commuter students from the Greater Cincinnati region, so this will be the primary pool for recruiting new students. NKU hosts regular recruiting events (e.,g, Welcome Wednesdays, Black & Gold Days),and the Center for Integrative Natural Sciences and Mathematics (CINSAM) has a STEM recruitment/retention specialist. We will use these outlets as well as NKU Web sites and social media to promote the program and recruit students. As a new program, we would also work with NKU Marketing + Communication to increase awareness of the program and career opportunities.

**Describe the student recruitment and selection process\***

We will use the tools and resources described in the previous section to attract applicants. Admission will be based on the established minimum requirements for ACT scores or their equivalents.

**Identify the primary feeders for the program\***

In addition to incoming freshmen interested in this degree, primary feeders for the program include undeclared majors who become interested in neuroscience through the Orientation to Neuroscience course and those who transfer into the major from the current minor.

**Provide any evidence of a projected net increase in total student enrollments to the campus as a result of the proposed program\***

We anticipate an initial enrollment of 25 students starting in the Fall of 2017 with a larger enrollment (~50) for Fall 2018 once all recruitment efforts are underway and an increase of 25 student per year in the following three years.

**Clearly describe evidence of employer demand\***

Depending on the career students choose, neuroscience majors can pursue a master's degree or a PhD, with NKU being uniquely positioned as a feeder school for neuroscience graduate programs at the Universities of Kentucky and Louisville. There are also many positions for those with a bachelor's degree. Neuroscience majors become medical professionals (MD, DO, PA, PT, etc.), research technicians (in biotech, pharmaceutical, hospitals, etc.), educators (teachers, professors, etc.), and many other professions (such as business, psychology, healthcare, computational fields, public policy, speech/language, rehabilitation, etc.). Neuroscience majors can enter careers in industry (biotech firms and pharmaceutical companies), government (NIH), law, and insurance). While the Northern Kentucky region is ripe with these industries, it has also seen great growth in jobs where neuroscience majors would work. For example, over the last 5 years, this area has observed a 10.3% increase in the number of jobs in the "Education and Human Services" category (translating to 10,300 new jobs during this time; [http://www.bls.gov/eag/eag.oh\\_cincinnati\\_msa.htm](http://www.bls.gov/eag/eag.oh_cincinnati_msa.htm)).

**Describe the types of jobs available for graduates, average wages for these jobs, and the number of anticipated openings for each type of jobs**

Job titles and salaries are based on searches of recent postings on Greater Cincinnati career web sites and the Bureau of Labor Statistics. Only jobs for B.S. degree students are listed. Students pursuing graduate or professional degrees would expect significantly higher salaries.

**Research assistant:** \$36,565

at the regional,  
state, and  
national levels\*

**Clinical lab technician:** \$38,970

**Medical laboratory scientist:** \$45,200

**Statistical programmer:** \$42,342-\$45,848

**Lab animal technician:** \$20,399-\$46,828

**Medical writer:** \$65,913

**Social science research assistant:** \$39,940-43,470

Clearly describe  
all evidence  
justifying a new  
program based  
on changes in  
the academic  
discipline or  
other academic  
reasons\*

Neuroscience was one of the first transdisciplinary fields made of contributions from biology, psychology, chemistry, computer science, philosophy, linguistics, anthropology, etc. The common object of study is the nervous system, which figures into a wide range of scientific and social problems.

This Neuroscience program will also teach students the skills employers want (Forbes & AAC&U LEAP): ability to work in a team, decision-making and problem-solving skills, analyzing quantitative data, process information, computer proficiency and more. Key components to a transdisciplinary undergraduate neuroscience structure include a problem-centered curriculum, requiring cognate courses from different disciplines, and a transdisciplinary capstone, research, or internship. Additionally, finding collaborative space where neuroscience faculty and students can work is vital. The new Health Innovation Center has lab, vivarium, and work space designed to be collaborative. With a transdisciplinary design, this type of program will draw students, faculty, administrators, and employers together to drive a program that promises to help all stakeholders accomplish their goals.

If the proposed  
program is an  
advanced  
practice  
doctorate explain  
the new practice  
or licensure  
requirements in  
the profession  
and/or  
requirements by  
specialized  
accrediting  
agencies that  
necessitate a  
new doctoral  
program

Does the  
proposed  
program differ  Yes  No

from existing programs?\*

If yes, please explain

This design of this program is to enable students to gain a transdisciplinary neuroscience experience. Compared to existing programs, our major will include courses from a larger breadth of disciplines such as anthropology, computer science, philosophy, and sociology. A second distinct feature of our program will be the use of seminar and experiential learning approaches. These will allow students to develop their knowledge and skills in neuroscience and to apply their education to specific problems. In addition, the involvement of the College of Informatics and Mathematics & Statistics provides a unique computational track at NKU, which is not found at any other state institution.

Does the proposed program serve a different student population from existing programs?\*

Yes  No

If yes, please explain

This program will primarily serve students from Northern Kentucky and the tri-state region of greater Cincinnati.

Is access to existing programs limited?\*

Yes  No

If yes, please explain



Is there excess demand for existing similar programs? \*  Yes  No

If yes, please explain

Enrollment in other programs has been growing, which indicates that demand remains high regionally and statewide. With a unique market area, we expect to see similar demand for the NKU neuroscience major.

Will there be collaboration between the proposed program and existing programs? \*  Yes  No

If yes, please explain the collaborative arrangements with existing programs

If no, please explain why there is no proposed collaboration with existing programs

Although we have no current collaborative arrangements, we would be open to any collaboration that enhances student learning and enable such learning to occur more efficiently. We anticipate that some of our majors will be interested in graduate study in neuroscience and similar disciplines, so we will work with graduate programs in Kentucky to best prepare our students for success in their programs. Finally, we anticipate some of the research conducted by our students to be funded through statewide research funding initiatives such as KBRIN and KY-EPSCoR. These programs foster collaborative research between KY higher education institutions and the link between our neuroscience major and the goals of these research programs should serve to promote collaboratatin between existing undergraduate KY neuroscience programs.

Will this program

require additional resources? \*  Yes  No

If yes, provide a brief summary of additional resources that will be needed to implement this program over the next five years

New facilities (teaching labs, research space and vivarium) are currently under construction as part of the Health Innovations Center with no additional budgetary impact.

We project the addition of two full-time faculty in Years 4 and 5 as enrollment grows. Tuition projections would cover the costs of additional faculty lines if warranted.

Will this program impact existing programs and/or organizational units within your institution? \*  Yes  No

If yes, please describe the impact

All program and department chairs were contacted and consulted regarding the selection of courses to be offered in this program and the availability of faculty to teach the courses on a regular basis.

Describe program evaluation procedures for the proposed program \*

We will assess program effectiveness at three levels: Introduction, Reinforcement and Mastery. Rubrics will be developed to assess each SLO. Since many of the introductory core courses are included in existing program assessments (e.g. biology and psychology), we anticipate using or modifying the existing rubrics for those courses. Unique rubrics will be developed for the upper division core courses.

Which components will be evaluated? \*

We will focus our assessment efforts on the required courses in the Introductory and Major cores: Neu 150, Bio150/Bio150L, Psy 100, Bio 291W, Psy 311/Psy311L, Phi 340, Phi 345, Neu 301/301L, and Neu302/302L, Neu 493, and the experiential learning course.

**When will the components be evaluated?\***

We will collect baseline data from NEU 493 in the first year, because this course is well-established from the neuroscience minor. We will collect baseline data from the new NEU 150, NEU 301/301L and NEU 302/302L courses when they are first offered. We will develop or modify rubrics for the remaining courses during the first year of the program and implement a rotation schedule for evaluating each SLO by year two of the program.

**When will the data be collected?\***

Course-level data will be collected each time the listed core courses are offered. Except for the baseline data, data will be analyzed on a rotating schedule so that each SLO is assessed at least every 3 years (i.e. 2 SLOs analyzed each year).

**How will the data be collected?\***

Course-level data will be collected using pre-established assignments and artifacts appropriate for each SLO. These would include course-embedded questions, papers, presentations, and team reports. CITI ethics modules will be used to assess SLO 5 at the Introductory level, and course artifacts from PHI 340 and PHI 345 will be used for the Reinforcement level. Surveys will be used to assess Mastery during the experiential learning course. Mastery of SLOs 1-5 will be assessed using assignments in NEU 493 and completion of a final report and reflection for the experiential learning course. Surveys of research mentors and employers will supplement the student's final report.

**What will be the**

**benchmarks and/or targets to be achieved? \***

As previously stated, we will assess using the I-R-M model of introducing, reinforcing and mastering of each skill and concept. A detailed assessment plan is attached.

**What individuals or groups will be responsible for data collection? \***

The Director of the Neuroscience Program and affiliated faculty.

**How will the data and findings be shared with faculty? \***

Reports will be prepared and shared with all neuroscience faculty.

**How will the data be used for making programmatic improvements? \***

The baseline data will provide guidance on development (new courses) and modification (existing courses) of assignments and content in the introductory and mid-level courses. Once the program is fully implemented, we discuss the data with faculty and our advisory board to identify areas where further modifications are needed. It's anticipated that the mid-level reinforcement courses would require the most attention, because introductory level courses have been frequently assessed at the programmatic or GenEd level.

**What are the measures of teaching effectiveness? \***

Teaching effectiveness is measured using semesterly course evaluations, peer consultation and evaluation, and annual performance reviews. Course-level and program-level assessments will also provide indicators of teaching effectiveness. Student success measures include graduation rates and job/graduate/professional school placement.

**What efforts to improve teaching effectiveness will be pursued based on these measures? \***

The university's Quality Enhancement Program will be a key vehicle for identifying areas in need of improvement and developing strategies to address those needs. There are multiple opportunities at the university for professional development in teaching: Teaching Effectiveness and

Enhancement (TEEC) workshops, the annual Meet, Greet, Grab an Idea workshop, and the CINSAM STEM-learning community. Affiliated faculty will also work together routinely to share assessment data and identify areas in need of improvement or modification.

**What are the plans to evaluate students' post-graduate success?\***

We will have an advisory board, which will also be used to help place students in internships as well as identify employment opportunities. We will track student placement in graduate programs and jobs, using a graduation exit survey. We plan to maintain connections with graduates through annual e-mail surveys and the use of professional social media sites such as LinkedIn. We will also survey graduate program directors and employers where our graduates are enrolled or employed.

**Attached**  I have attached a SACS Faculty Roster Form.

**Attached\***  I have attached course lists by curricular headings.

**Attached**  I have attached a Projected Student Demand Estimate.

**Attached**  I have attached a Funding Sources Table.

**Attached**  I have attached a Breakdown of Budget Expenses/ Requirements Table.

**RECOMMENDATION:**

That a Bachelor of Science Degree in Mechatronics Engineering Technology, as outlined in the accompanying proposal, be approved for immediate implementation.

**BACKGROUND:**

The purpose of the B.S. in Mechatronics Engineering Technology curriculum is based on the needs of industry in Northern Kentucky / Southern Ohio regional areas. The courses in the curriculum will be selected among existing courses in the associate degree programs at Cincinnati State Technical and Community College (CSTCC) and engineering technology bachelor degree programs at Northern Kentucky University (NKU). Existing courses selected in the Mechatronics curriculum offers will be updated to provide students with hands-on experience in industrial controls, & manufacturing systems design, integration, and evaluation in view of environmental and safety concerns. Also, new courses might be added to meet the educational and/or industry needs.

**Why a B.S. in Mechatronics Engineering Technology?**

The Mechatronics degree program is the result of a 2+2 agreement between CSTCC and NKU. The term mechatronics was first used in the late 1960s by a Japanese Electric Company to describe the engineering integration between mechanical and electrical systems. It is an integrated comprehensive study of electromechanical systems, integrating electrical, mechanical and computer engineering areas. Mechatronics can be defined as the analysis, design, and integration of mechanics with electronics through intelligent computer control. The new Mechatronics Engineering Technology programs will produce students who are prepared to be hired by industry as multi-disciplinary professionals. Colleges and universities currently offering electronics technology, electrical systems, mechanical & manufacturing engineering technology, electromechanical engineering technology, industrial engineering, robotics and computerized control systems are in an advantageous position to implement those programs.

**What are the program objectives?**

1. An ability to select and apply the knowledge, techniques, skills, and modern tools of Mechatronics engineering technology to the design, manufacturing, testing, evaluation, and maintenance of mechanical and manufacturing systems;
2. An ability to select and apply a knowledge of mathematics, science, engineering, and technology to selection of materials, manufacturing processes, tooling, automation, production operations, maintenance, quality, industrial organization, management and statistics to solve mechatronics related problems;
3. An ability to conduct standard tests and measurements to aid in the characterization, analysis, and troubleshooting of electromechanical systems
4. An ability to produce drawings and utilize appropriate computer programs using circuit analysis, analog and digital electronics, basic instrumentation and computers to aid in the characterization, analysis and troubleshooting of mechatronics systems
5. An ability to function effectively as a member or leader on a technical team;

6. An ability to identify, analyze, and solve engineering technology problems in planning, optimization and automation of facilities and materials handling systems with robotics.
7. An ability to apply written, oral, and graphical communication in both technical and nontechnical environments; and an ability to identify and use appropriate technical literature;
8. An understanding of the need for and an ability to engage in self-directed continuing professional development;
9. An understanding of and a commitment to address professional and ethical responsibilities including a respect for diversity;
10. A knowledge of the impact of engineering technology solutions in a societal and global context; and
11. A commitment to quality, timeliness, and continuous improvement.

# Mechatronics Engineering Technology, B.S.

## 2017-2018 New Academic Program

### General Catalog Information

Type of Program  Program  
 Shared Core

Identify Purpose of Proposal\*  Pre-Proposal  
 Full Proposal

Academic Unit\*

Department of Physics, Geology, and Engineering Technology

Program Level\*  Undergraduate  Graduate

Does this proposal require TEC approval?\*  Yes  No

Degree Level\*  Bachelor's  
 Master's  
 Doctoral  
 Certificate  
 Joint Program  
 Associate

If Certificate, select appropriate option  Undergraduate Certificate < 1 Year  
 Undergraduate Certificate 1-2 Years  
 Undergraduate Certificate 2-4 Years  
 Institutionally-Defined Undergraduate Certificate  
 Post-Baccalaureate Certificate (over 18 credit hours with Master Level Courses being taught)  
 Post-Masters Certificate (over 18 credit hours with Doctorate Level Courses being taught)  
 Institutionally-Defined Graduate Certificate  
 Post-Doctoral Degree Professional Practice Certificate

Program Type\*

Major



<b>Degree Type*</b>	<b>Bachelor of Science</b>
<b>Status*</b>	<input checked="" type="radio"/> Active-Visible
<b>Title of Proposed Degree Program*</b>	Mechatronics Engineering Technology, B.S.
<b>EEO Status</b>	
<b>Name of Program Director*</b>	Morteza Sadat-Hossieny
<b>Intended Date of Implementation*</b>	Fall 2017
<b>Anticipated Date for Granting First Degrees*</b>	spring 2021
<b>Date of Governing Board Approval</b>	NA
<b>Date of CPE Approval</b>	NA
<b>List the objectives of the proposed program*</b>	<p>Student success: The MET program blends a carefully chosen mix of mechanical manufacturing with electronics disciplines to prepare the graduates to be successful in the ever-changing settings of modern industry. Also, the program will provide students with hands-on experience opportunities in industrial controls, and system manufacturing, design, integration and evaluation.</p> <p>Economic and Community Development: Northern Kentucky hosts many advanced manufacturing companies that produce high value-added products. Companies such as Mazak, Bosch Automotive, Fives, Mubea, and others play a significant role in the region's economy and the availability of adequately trained individuals is essential to fulfill their human resources/workforce needs. The employers in the region have repeatedly expressed such needs to the local institutions' faculty and administrators. Efforts will be made in recruiting non-traditional and underrepresented students in order to address the challenges of fulfilling local industry's needs and requirements in our area. The MET program will graduate potential industry leaders, managers and supervisors with a broader view of STEM disciplines, which may provide additional incentives for prospective students' choosing STEM – related areas of study.</p> <p>Efficiency and innovation: The collaboration between NKU and CSTCC will increase the number of NKU students, attracting graduates from CSTCC interested in obtaining a B.S. degree. Such an increase will occur without</p>

increase of infrastructure costs for the first 5 years or an increase of over 50 students within the EGT programs. MET students will have access to both institutions' facilities.

**Explain how the proposed program relates to the institutional mission and academic plan\***

**Student success:** Implementation will provide training in state-of-the-art techniques and technological tools and will offer experiential learning opportunities allowing MET students to address problems with a multidisciplinary approach appropriate for the ever-changing aspects of modern industry.

**Talent development:** In graduating potential industry leaders, managers and supervisors with a broader view of STEM disciplines, the MET program will provide additional incentives to prospective students to consider majors in STEM areas, potentially attracting students from minority and non-traditional groups to the new program.

**Academic innovation:** The MET program will be a program which is interdisciplinary, aligning our curriculum with the expectations of our stakeholders (students, employers), cooperating with other institutions and encouraging/supporting research in different areas of industry.

**Community engagement:** The MET program will intensify partnerships with local industry, businesses as well as local government in order to provide experiential learning opportunities to our students. The MET program will also increase awareness of STEM disciplines in our area.

**Institutional Excellence:** The MET program will address the growing needs of automated industry in the greater Cincinnati/Northern Kentucky region. The program combines mechanical design, manufacturing and electrical controls within a foundational context of manufacturing. Students in this program will benefit from co-op and internship opportunities offered by local industry.

**Explain how the proposed program addresses the state's postsecondary education strategic agenda\***

**Accountability:** The outcomes of the MET program will be established and assessed through a process consistent with the current ABET (Accreditation Board for Engineering and Technology) criteria for accrediting engineering technology programs within the guidelines of ABET-ETAC (Engineering Technology Accreditation Committee).

**Performance Metrics and Targets:** Local industry partners provide most of the students with Co-op and internship experience opportunities, both of

which afford an experiential learning component. Feedback from our industry partners will promote the processes of continuous improvement and assessment of course outcomes. Also students learning outcomes will be embedded in the program, addressing the extent to which the programs meet applicable ABET Criteria and policies for accreditation.

**Explain how the proposed program furthers the statewide implementation plan\***

The University mission entails delivering innovative, student-centered education with engagement in impactful scholarly and creative endeavors, all of which empower our graduates to have fulfilling careers and meaningful lives, while contributing to the economic, civic, and social vitality of the region. In this sense, the MET program will provide students with the knowledge and skills necessary to comply with industry requirements for professionals with interdisciplinary thinking, which in turn makes our region attractive to manufacturers and new technology developers.

**Student learning outcomes of the program**

No Student learning outcomes of the program

**Explain how the curriculum achieves the program-level student learning outcomes\***

By the time of graduation, students in the MET program will provide:

- SO1. An ability to select and apply the knowledge, techniques, skills, and modern tools of Mechatronics engineering technology to the design, manufacturing, testing, evaluation, and maintenance of mechanical and manufacturing systems;
- SO2. An ability to select and apply a knowledge of mathematics, science, engineering, and technology to selection of materials, manufacturing processes, tooling, automation, production operations, maintenance, quality, industrial organization, management and statistics to solve mechatronics related problems;
- SO3. An ability to conduct standard tests and measurements to aid in the characterization, analysis, and troubleshooting of electromechanical systems
- SO4. An ability to produce drawings and utilize appropriate computer programs using circuit analysis, analog and digital electronics, basic instrumentation and computers to aid in the characterization, analysis and troubleshooting of

mechatronics systems

SO5. An ability to function effectively as a member or leader on a technical team;

SO6. An ability to identify, analyze, and solve engineering technology problems in planning, optimization and automation of facilities and materials handling systems with robotics.

SO7. An ability to apply written, oral, and graphical communication in both technical and nontechnical environments; and an ability to identify and use appropriate technical literature;

SO8. An understanding of the need for and an ability to engage in self-directed continuing professional development;

SO9. An understanding of and a commitment to address professional and ethical responsibilities including a respect for diversity;

SO10. A knowledge of the impact of engineering technology solutions in a societal and global context; and

SO11. A commitment to quality, timeliness, and continuous improvement.

**Highlight any distinctive qualities of this proposed program\***

The purpose of this program is to develop and implement a multidisciplinary B.S. in Mechatronics Engineering Technology (MET) program synchronous with the needs of industry in the Northern Kentucky / Southern Ohio regions. This is a new 4 year B.S. program with a 2+2 articulation involving NKU and Cincinnati State Technical and Community College (CSTCC).

The courses in the curriculum will be selected from existing courses in the Engineering Technology B.S. degree programs at Northern Kentucky University (NKU), as well as the associate degree programs at CSTCC for the 2+2 transfer articulation. Courses to be selected for the Mechatronics curriculum will be updated to provide students with hands-on experience in industrial controls, manufacturing systems design, integration, and evaluation in view of environmental and safety concerns. Also, new courses may be added to enhance student learning outcomes and/or better meet industry needs based on various demand indicators.

**Will this program replace or enhance any existing program(s) or track(s) within an existing program?\***  Yes  No

**If yes, please specify. Include the projected**

faculty/ student  
in major ratio

Is there a specialized accrediting agency related to this program? \*  Yes  No

If yes, identify the agency ETAC-ABET

Do you plan to seek accreditation? \*  Yes  No

If yes, explain your plans for accreditation. If no, explain your rationale for not seeking accreditation \*

The program has to have at least some graduates before we start the accreditation process. It is perceived that the program could go for accreditation in the 4 th year.

Describe the library resources available to support this program. You may attach any documentation provided to SACS \*

Our Engineering Technology programs have dedicated annual funds to purchase books, CDs, subscribe to professional journals and magazines. Library funds are also is used to purchase specialized search and datbase systems that could be used by different departments. An example is Ashby's Materials data base system purchased with the Library funds.

The Library provides a number of services in support of academic units. Some of these services are described as follows:

#### Blackboard and the Library

Enhance your course by integrating library resources and services into your Blackboard page. Get a librarian involved or link to pre-existing resources.

Collection Materials Request

The Collection Materials Request allows departments to order new materials for the library.

Course Reserves

Request that the library place materials on reserve for your class.

Information Literacy

Helpful tools to integrate information literacy learning outcomes into your curriculum and classroom assignments.

Library Instruction

Steely Library offers a variety of instructional services designed to help faculty and their students take advantage of the increasingly complex and sophisticated information systems that make up today's libraries.

Library Liaisons

The Steely Library liaison program serves as a communications vehicle between the library and the NKU academic departments. This page provides a list of library departmental liaisons and their contacts.

- If the library doesn't own something you need, we can get it for you here.

University Library Advisory Committee

The ULAC was formed in the fall of 2001 to provide feedback and input regarding departmental library materials allocations and to act as a communications conduit between the Library administration and the teaching faculty.

University Records Management

Services for managing university records.

**Describe the physical facilities and instructional equipment available to support this program\***

We plan to use current Engineering Technology facilities and instructional equipments dedicated to Engineering Technology to support this program.

**Clearly state the admission, retention, and completion**

The same admission, retention and completion standards applied to the existing EGT programs will apply to the Mechatronics Engineering

**standards designed to encourage high quality\***

Technology. Please refer to the catalog for more details.

**Clearly state the degree completion requirements for the program\***

Students will be required to complete the 128 credit hours of courses listed in the Mechatronics attached curriculum file.

**Total number of hours required for degree (including General Education credits)\***

128

**Number of hours in degree program core\***

80

**Number of hours in concentration\***

21

**Number of hours in guided electives\***

0

**Number of hours in free electives\***

0

**Delivery Method\***

- 100% f2F in classroom  
 100% Distance Learning  
 F2F/Distance Learning Hybrid

**Describe how the proposed program will**

We intend that the proposed program here with Cincinnati State Technical and Community College will serve as a model for future articulation with

**articulate with related programs in the state\*** related programs at KCTCS.

**Provide Catalog Program Description:\*** A draft pathway with Cincinnati State Community and Technical College is attached to this proposal.

**Prospective Curriculum\***

### **Core Courses in Mechatronics Engineering Technology (51 hours)**

EGT 161 DC Circuit Analysis  
EGT 212 Computer-Aided Drafting and Design  
EGT 243 AC Circuit Analysis  
EGT 245 Digital Electronics  
EGT 261 Engineering Materials  
EGT 265 Manufacturing Processes and Metrology  
EGT 267 Programming for Engineering Applications  
EGT 300 Statics and Strength of Materials  
EGT 301 Cooperative Education in Engineering Technology  
EGT 310 Project Management and Problem Solving  
EGT 317 Introduction to Capstone Project in EGT  
EGT 340 Applied Dynamics  
EGT 361 Fluid Power  
EGT 367 Microprocessors  
EGT 480 Machine Design  
EGT 408 Mechatronics Topics  
EGT 417 Senior Design in Technology  
EGT 448 Network Hardware



### **Support Courses in other Disciplines (27-29 hours)**

MAT 119 Pre-Calculus Mathematics

BOTH

MAT 128 Calculus A

MAT 227 Calculus B

OR

MAT 129 Calculus I

PHY 211 General Physics with Laboratory I

PHY 213 General Physics with Laboratory II

STA 205 Introduction to Statistical Methods

### **Complete one of the following tracks.**

#### **Automated Systems Track (21 hours)**

EGT 320 Robotic Systems and Material Handling

EGT 365 CNC & Manufacturing Process Planning

EGT 386 Electro-Mechanical Instrumentation and Control

EGT 465 Automated Manufacturing Systems

Complete an additional 9 credit hours of EGT and/or EMET(\*) courses

## Computer Science Track (21 hours)

CIT 371 Unix Systems  
 CSC 260 Object-Oriented Programming I  
 CSC 360 Object-Oriented Programming II  
 CSC 362 Computer Systems  
 CSC 402 Advanced Programming Methods  
 CSC 407 Concepts of Programming Languages  
 Complete 3 additional credit hours of EGT, INF, CIT, CSC and/or EMET(\*) courses

## Alternative Energy Track (PSET & EMET courses from CSCTC) (21 hours)

EGT 450 Thermodynamics and Heat Transfer  
 PSET 140 - Power Systems Foundations (1 Cr.)  
 EMET 150 - Introduction to Controls and Robotics (2 Cr.)  
 EMET 210 - Energy Efficiency and Audits (3 Cr.)  
 EMET 225 - Solar and Renewable Energy (3 Cr.)  
 Complete 9 additional credit hours of 300-400 level EGT courses

## Laser Technology Track - (from CSCTC) (21 hours)

**EMET 245 - Laser Foundations and Safety (3 Cr.)**  
**EMET 246 - Laser 2 (3 Cr.)**  
**EMET 275 - Electric Drive Mechanisms (4 Cr.)**  
**EMET 150 - Introduction to Controls and Robotics (2 Cr.)**  
**Complete 9 additional credit hours of 300-400 level EGT courses**

**Describe planned alternative methods of program delivery\*** On campus

Describe how the

**doctorate builds upon the reputation and resources of the existing master's degree program in the field**

NA

**Explain the impact of the proposed program on undergraduate education at the institution**

NA

**List and discuss the nature and appropriateness of available clinical sites**

NA

**Clearly describe all evidence of student demand\***

The main source of information for mechatronics professionals came from a need assessment survey conducted by CSTCC and NKU. The survey was distributed to industry with the aid of Advantage Kentucky Alliance. The 14 survey participants represented a significant group of companies that would employ graduates in the Northern Kentucky and the Southern Ohio regions. Currently a Mechatronics Engineering Technology (either at B.S. or A.S. levels) is not offered in these areas. The survey shows very clearly the need of mechatronics professionals, as employers meet their engineering needs by in-house training. It also indicates that companies favor the adoption of formal education programs, in order to increase the availability graduates in this field.

**Provide evidence of student demand at the regional, state, and national levels\***

Survey results

a) Characteristics of the surveyed companies

Companies surveyed are mostly medium to large sized (50% with more than 500 employees) and are primarily dedicated to manufacturing (57.1%).

b) The role of Mechatronics in the surveyed companies

88.8% of the companies use mechatronics on a regular basis. Also, they unanimously emphasize the importance of the practical aspects of the academic training, in line with the applied engineering education philosophy.

c) Mechatronics Personnel Needs and Preferred Sources

The survey conducted by NKU and CSTCC indicated that in the next 5 years, 84.7% of respondents anticipate the hiring (each one) of 1 to 15 mechatronics professionals and 7.7% will hire 16 to 50. Also, 28.6% of the employers train professionals in house and the same amount recruit employees from colleges or universities.

**Identify the applicant pool and how they will be reached\***

Applicants will be reached through their employers, and post secondary recruitments. We plan on a set of actions to increase high-school students' awareness on STEM disciplines, as well as to attract students from minority groups to the mechatronics program, within NKY and Southern Ohio areas. Recruiting of non-traditional and underrepresented student's groups will have priority. Those initiatives include:

Host Women in Trades, Technology and Science Workshops (IWITT)

Dual Enrollment Courses offered in grade 12:

CIT105 – OSHA 10 General Industry Safety

EMET150 – Introduction to Control and Robotics

STEM Summer Camps for secondary students

Mechatronics Institutes for underrepresented students in

STEM disciplines, including females and minorities, and

non-traditional students

**Describe the student recruitment and selection process\***

The student recruitment and selection process will be similar to the existing procedures followed by NKU admission office.

**Identify the primary feeders for the program\***

Primary feeders to this program are from:

Cincinnati State Technical and Community College.  
Other community colleges  
High schools in NKY & southern Ohio

**Provide any evidence of a projected net increase in total student enrollments to the campus as a result of the proposed program\***

We expect to have an increase in the students' enrollments as the new MET program is offered. According to data provided by the NKU Registrar office, over 1000 students who apply for admission request information in regard to engineering related fields.

The Need Assessment survey conducted for MET, indicates that 84.7% of respondents anticipate hiring (each employer surveyed) 1 to 15 mechatronics professionals and 7.7% will hire 16 to 50 in the next 5 years.

**Clearly describe evidence of employer demand\***

Survey results showed:

a) The survey conducted by NKU and CSTCC indicated that in the next 5 years, 84.7% of respondents anticipate the hiring (each one) of 1 to 15 mechatronics professionals and 7.7% will hire 16 to 50. Also, 28.6% of the employers train professionals in house and the same amount recruit employees from colleges or universities.

b) Employers Expectations from Mechatronics Education  
Most employers (92.9%) agree that formal education programs can accelerate the qualification of individuals as mechatronics professionals. All of them also agree that a properly designed Mechatronics program can provide the skills required for successful employment of individuals

dedicated to the mechatronics area. We can also conclude that typically individuals who became mechatronics technicians went through on-the-job training programs to maintain job competency.

**Describe the types of jobs available for graduates, average wages for these jobs, and the number of anticipated openings for each type of jobs at the regional, state, and national levels\***

Since mechatronics discipline is fairly new, there is no regional and/or federal classification of related jobs available. Base on our inquiries to NKY Chamber of Commerce, the following data was provided for comparable job positions.

**MOST IN DEMAND OCCUPATIONS**BOONE | CAMPBELL | CARROLL | GALLATIN | GRANT | KENTON | OWEN | PENDLETON  
2015-2020**JOBS EQ (2015-2020)**

DEMAND LEVEL	DESCRIPTION	GROWTH
<b>HIGH DEMAND</b>	MANUFACTURING TECHNICIANS	928
	MACHINE TOOL OPERATORS	502
	ENGINEERS-PROCESS/MANUFACTURING	177
	MACHINISTS	160
	MACHINE MAINTENANCE SPECIALISTS	147
	INDUSTRIAL ELECTRICIANS	104

<b>SOME DEMAND</b>	ENGINEERS-DESIGN	93
	WELDERS	88
	ELECTRONIC TECHNICIANS & REPAIRERS	60
	METAL FABRICATORS	25

<b>NEAR STABLE</b>	ENGINEERING TECHNICIANS	14
	CAD-DRAFTERS	12
	FINISHERS	3
	APPLICATIONS ENGINEERS	-----
	CNC PRESS BRAKE	-----
	HYDRAULIC/PNEUMATIC TECHNICIANS	-----

Data based on an update of the 2012 Workforce Demand Study commissioned by NKIP.

For more information, contact: Katherine Hayes, Business Development Specialist | Northern Kentucky Tri-ED | 859-344-

**BREAKDOWN OF ENGINEERING DEMAND**BOONE | CAMPBELL | CARROLL | GALLATIN | GRANT | KENTON | OWEN | PENDLETON  
2015-2020**ENGINEERS-PROCESS/I**

SOC	DESCRIPTION	2015 EMPLOY.	AVG. ANNUAL WAGES
11-3051	Industrial Production Managers	285	\$95,900
17-2112	Industrial Engineers	347	\$81,000
17-2131	Materials Engineers	35	\$77,700
17-2199	Engineers, All Other	168	\$73,900
17-3029	Engineering Technicians, Except Drafters, All Other	80	\$61,700
51-8031	Water and Wastewater Treatment Plant and System Operators	139	\$43,500
51-8091	Chemical Plant and System Operators	49	\$44,100
51-8092	Gas Plant Operators	6	\$63,600
51-8099	Plant and System Operators, All Other	14	\$55,700

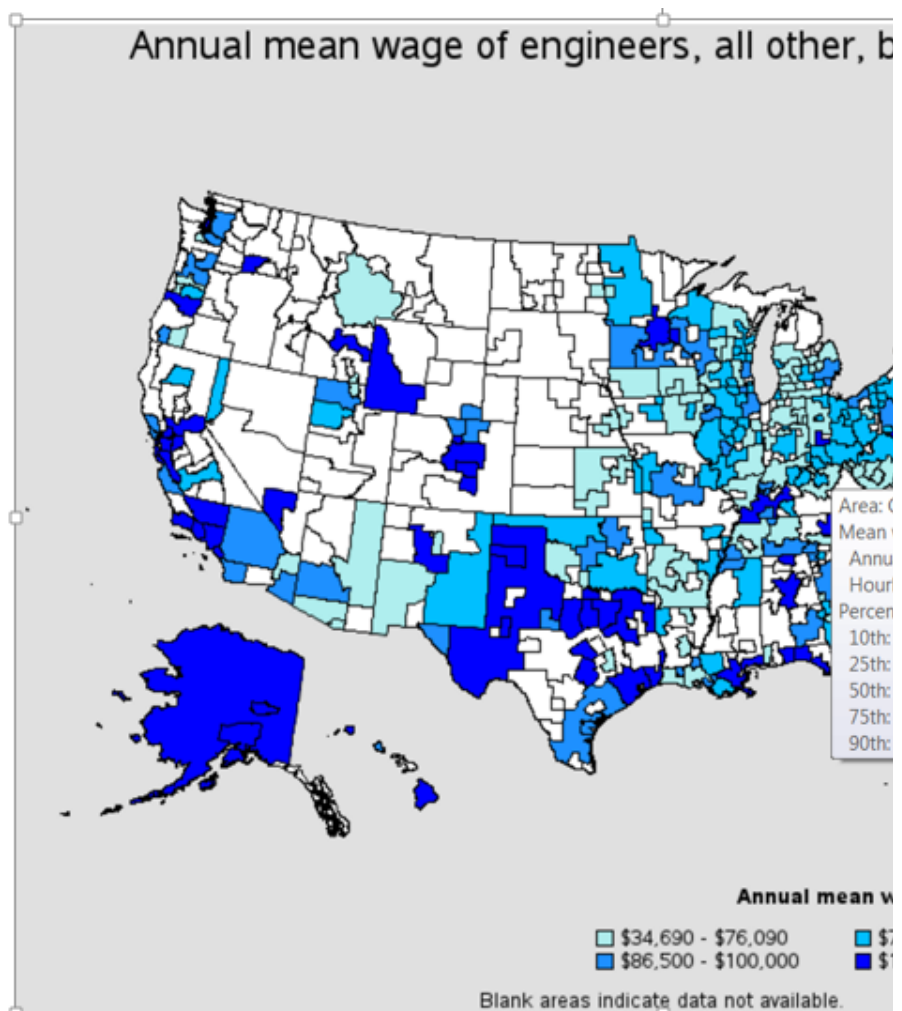
**ENGINEERS-DESIGN**

SOC	DESCRIPTION	2015 EMPLOY.	AVG. ANNUAL WAGES
17-2072	Electronics Engineers, Except Computer	128	\$94,000
17-2141	Mechanical Engineers	379	\$79,000
27-1021	Commercial and Industrial Designers	51	\$67,800

Using the same criteria, data from the U.S. Department of Labor, shows the following:



Title	SOC Code	2014	2024	Number (in thousands)	Percent	Job openings due to growth and replacement needs 2014-2014
Sales engineers	41-9031	69.9	74.9	4.9	7	23
Aerospace engineers	17-2011	72.5	70.8	-1.6	-2.3	20.7
Biomedical engineers	17-2031	22.1	27.2	5.1	23.1	10.9
Computer hardware engineers	17-2061	77.7	80.1	2.4	3.1	18.4
Electrical engineers	17-2071	178.4	180.2	1.8	1	41.1
Electronics engineers, except computer	17-2072	137.4	135.5	-1.9	-1.4	30.3
Engineers, all other	17-2199	136.9	142.3	5.5	4	33
Industrial engineers	17-2112	241.1	243.2	2.1	0.9	72.8
Marine engineers and naval architects	17-2121	8.3	9	0.7	8.9	2.9
Materials engineers	17-2131	25.3	25.6	0.3	1.3	9.2
Mechanical engineers	17-2141	277.5	292.1	14.6	5.3	102.5



Source: US Dept of Labor - Bureau of Labor Statistics - Employm

Clearly describe all evidence justifying a new program based on changes in the academic discipline or other academic reasons\*

The need of this program at NKU is justified by the data provided above. The program supports development and implimentationm of a multidisciplinary B.S. in Mechatronics Engineering Technology (MET) program congruent with the needs of industry in the Northern Kentucky / Southern Ohio regions. This is a new 4 year B.S. program with a 2+2 articulation involving NKU and Cincinnati State Technical and Community College (CSTCC).

If the proposed program is an advanced practice doctorate explain the new practice or licensure requirements in the profession and/or

requirements by specialized accrediting agencies that necessitate a new doctoral program

NA

Does the proposed program differ from existing programs? \*

Yes  No

If yes, please explain

Currently Mechatronics Engineering Technology (either at B.S. or A.S. levels) is not offered in either the Northern Kentucky or the Southern Ohio regions. In the state of Kentucky there is no Mechatronics Engineering Technology program at the B.S. level. The closest related offers in the tri-state region (KY, OH, IN) are described below:

Institution	State	Program Name	Degree
Owenboro Community & Technical College	KY	Mechatronic Systems	Certificate
Somerset Community Colege	KY	Robotics & Automation	Certificate
West kentucky Community & Technical College	KY	Mechatronic Systems	Certificate
Cuyahoga Community College	OH	Mechatronics	Certificate
Lorain County Community College	OH	Mechatronics Technology	Associate in Applied Science
Marion Technical College	OH	Mechatronics Engineering Technology	Associate in Applied Science
Purdue University Calumet	IN	Mechatronics Engineering Technology	B.S.
University of Southern Indiana	IN	Engineering , Mechatronics	B.S.

Source: <http://educatingengineers.com/states>

Does the proposed program serve a different student population from existing programs? \*

Yes  No

If yes, please explain

Is access to existing programs limited?\*

Yes

No

If yes, please explain

Is there excess demand for existing similar programs?\*

Yes

No

If yes, please explain

Will there be collaboration between the proposed program and existing

Yes

No

**programs?\***

**If yes, please explain the collaborative arrangements with existing programs**

The courses in the MET curriculum will be selected from existing courses in Engineering Technology B.S. degree programs at Northern Kentucky University (NKU), as well as those that support the associate degree programs at CSTCC for the 2+2 transfer articulation. Courses to be selected for the Mechatronics curriculum will be updated to provide students with hands-on experience in industrial controls, manufacturing systems design, integration, and evaluation in view of environmental and safety concerns. Also, new courses may be added to enhance student learning outcomes and/or better meet industry needs based on various demand indicators.

**If no, please explain why there is no proposed collaboration with existing programs**

NA

**Will this program require additional resources?\***  Yes  No

**If yes, provide a brief summary of additional resources that will be needed to implement this program over the next five years**

**Will this program impact existing programs and/or organizational units within your institution?\***  Yes  No

**If yes, please describe the**

**impact**

**Describe program evaluation procedures for the proposed program\***

This program be under ETAC-ABET accreditation. ABET - accredited programs have to provide proof that a collegiate program meets standards essential to producing graduated ready to enter the workforce. As part of the accreditation, assessment of courses and their continuous improvement is part of the periodic review.

**Which components will be evaluated?\***



After the end of each semester.

**How will the data be collected?\***

Please refer to the attached EGT course outcome assessment template document.

**What will be the benchmarks and/or targets to be achieved?\***

Targets for most of the measurable outcomes will be set at 70% and above for student knowledge of the subject matter as per the Likert scale.

**What individuals or groups will be responsible for data collection?\***

Program faculty and Program Director

**How will the data and findings be shared with faculty?\***

During bi-weekly discipline meetings the results of assessments will be discussed and subsequently shared with everyone in the program.

**How will the data be used for making programmatic improvements?\***



The results of the data analysis and continuous improvement action items will have to be shared with our Industrial Advisory Committee. With their approval of the action items and any modifications taken under advisement the program changes will take place.

**What are the measures of teaching effectiveness?\***

Achievement of the performance targets (for course student learning outcomes).

**What efforts to improve teaching effectiveness will be pursued based on these measures?\***

As the result of our course assessment and continuous improvement report, we will know what outcome in the assessed course have been met, partially met, or not met. Course outcomes that are partially met or not met will serve as indicators that the faculty may need to take some professional development measures.

**What are the plans to evaluate students' post-graduate success?\***

ABET requires each program to document the achievement of objectives published by the university. To measure the level of achievement of program objectives, alumni are surveyed every 3 to 4 years and the results are analyzed.

**Attached**

I have attached a SACS Faculty Roster Form.

**Attached\***  I have attached course lists by curricular headings.

**Attached**  I have attached a Projected Student Demand Estimate.

**Attached**  I have attached a Funding Sources Table.

**Attached**  I have attached a Breakdown of Budget Expenses/ Requirements Table.

**RECOMMENDATION:**

That a Bachelor of Science Degree in Health Informatics, as outlined in the accompanying proposal, be approved for immediate implementation.

**BACKGROUND:**

Health informatics is a rapidly developing field that involves the maintenance, collecting, exchanging and analyzing of data used in providing clinical care, for performance and quality measurement and for financial reimbursement. As a transdisciplinary program, Health Informatics builds upon several fields including management information systems, computer science, communication, allied health, biology, pharmacology, physiology, and health information management.

**Why a B.S. in Health Informatics?**

The rapid introduction of information technologies into the health system combined with payment and delivery reforms have greatly increased the use of technologies, data, and health information. There is a great demand of workers as evidenced by national and regional studies and direct input from stakeholders.

- Specialized knowledge and skills are required to work within healthcare
- Unique technical skills within health informatics
- The B.S. is a “sweet-spot” appropriate skill-set and compensation level for expanding positions
- Foundation for population health and value-based payment reform.

**What are the program objectives?**

1. Engage in evidence-based services to the healthcare industry.
2. Use methods and tools to support population health, improved outcomes, and greater efficiencies in healthcare through transdisciplinary practices.
3. Demonstrate the ability to work effectively within transdisciplinary professional teams.
4. Support information technology and systems effectively and efficiently.
5. Employ health informatics processes to ensure compliance with organizational, federal, and state regulations and requirements.
6. Evaluate healthcare data and analytic techniques to support clinical and organizational requirements.
7. Apply healthcare data collection and analytic techniques to support clinical and organizational requirements.

**What is the anticipated enrollment?**

Twenty majors for year one growing to more than 90 majors for year three. For the BS minor: 25 majors students with significant growth potential.

# Health Informatics

## 2017-2018 New Academic Program

### General Catalog Information

**Type of Program \***  Program  
 Shared Core

**Identify Purpose of Proposal \***  Pre-Proposal  
 Full Proposal

**Academic Unit \***

**Program Level \***  Undergraduate  Graduate

**Does this proposal require TEC approval? \***  Yes  No

**Degree Level \***  Bachelor's  
 Master's  
 Doctoral  
 Certificate  
 Joint Program  
 Associate

**If Certificate, select appropriate option**  Undergraduate Certificate < 1 Year  
 Undergraduate Certificate 1-2 Years  
 Undergraduate Certificate 2-4 Years  
 Institutionally-Defined Undergraduate Certificate  
 Post-Baccalaureate Certificate (over 18 credit hours with Master Level Courses being taught)  
 Post-Masters Certificate (over 18 credit hours with Doctorate Level Courses being taught)  
 Institutionally-Defined Graduate Certificate  
 Post-Doctoral Degree Professional Practice Certificate

**Program Type \***

<b>Degree Type*</b>	Bachelor of Science
<b>Status*</b>	<input checked="" type="radio"/> Active-Visible
<b>Title of Proposed Degree Program*</b>	Health Informatics
<b>EEO Status</b>	
<b>Name of Program Director*</b>	Gary Ozanich
<b>Intended Date of Implementation*</b>	Fall 2017
<b>Anticipated Date for Granting First Degrees*</b>	May 2020
<b>Date of Governing Board Approval</b>	
<b>Date of CPE Approval</b>	
<b>List the objectives of the proposed program*</b>	<p>Program Objectives</p> <p>Provide students with the knowledge to apply evidence-based methods to problems of population health.</p> <p>Support student-centered learning that encompasses knowledge of the breadth of the healthcare system.</p> <p>Establish a comprehensive approach to understanding healthcare delivery predicated on the ability to work within transdisciplinary teams.</p> <p>Provide students with skills and knowledge to support and use advanced health information technology systems.</p> <p>Provide students with the data collection and analytic skills and knowledge to support organizational health informatics requirements including privacy and security.</p> <p>Contribute through education, training and applied student research to meeting the triple aims of healthcare reform: better health, improved outcomes, and lower costs for the region and the Commonwealth.</p>
<b>Explain how the proposed program relates to the</b>	The Health Informatics program is aligned with the mission and strategic priorities of NKU. The program was identified as a priority area by the External and Internal Advisory Committees for the Health Innovations

**institutional mission and academic plan\***

Center. With a focus on population health, the Center will be housed in a new \$97 million facility and move beyond the traditional focus of the clinical aspects of healthcare to a holistic view of the health of the population. Health informatics, the applied use of data, analysis and technologies, is central to modernization of the healthcare system, patient engagement, providing care to the underserved, and expanding care beyond the “four walls” of a clinic.

As a program in a growing and immensely important field, the Health Informatics program supports the university’s mission by delivering an innovative, student-centered education which will empower our graduates to have fulfilling careers and meaningful lives, while contributing to the economic, civic, and social vitality of the region.<sup>[1]</sup> All five NKU goals of student success, talent development, innovation, engagement and institutional excellence are addressed in the structure, program outcomes and learning objectives for the program.<sup>[2]</sup> Key elements of the program include experiential learning through capstones and applied research, an alignment of the program with employer needs and future demand, and engaging working healthcare professionals in classroom interactions.

---

**[1] NKU Mission, Vision and Values. Available at [www.nku.edu/about/mission.html](http://www.nku.edu/about/mission.html).**

**[2] Fuel the Flame: The 2013-18 Strategic Plan for NKU. Available at <http://fueltheflame.nku.edu/>.**

**Explain how the proposed program addresses the state’s postsecondary education strategic agenda\***

Policy Objective 4 on increasing high-quality degree production and completion rates and close achievement gaps: The field of health informatics is innovative, critical to society, and graduates are in high demand. The potential development of articulation agreements with 2-year colleges within the Commonwealth will support improved completion rates and serve lower-income and underrepresented minority students. As an undergraduate program, it supports NKU’s initiatives for student success and talent development including recruiting and retaining traditional and post-traditional students.

Policy Objective 6 on creating new knowledge and economic growth through basic, applied and translational research: Faculty and student research in this applied field will support healthcare transformation in the region and the Commonwealth. The Master in Health Informatics has a substantial track record in applied research, including work for the Cabinet for Health & Family Services. This work will be supported through the additional focus, including undergraduate research support and opportunities.

Policy Objective 7 on increasing educational attainment and quality of life through regional stewardship, public service, and community outreach: The program directly supports the demand for workers who are critical to achieving the triple aims of health reform of better health, better outcomes and lower per capita costs. The program requires a student capstone which provides experiential learning and direct engagement solving problems in the community. Based upon experience with the Master in Health Informatics program, the community service nature of the program and the high demand for workers will attract new and non-traditional students.

Policy Objective 8 on increasing academic productivity through program innovations: This objective is addressed through the alternative nature of course delivery, both online and traditional, the use of virtual labs (including electronic health records), and leveraging the assets of the College of Informatics at NKU (e.g., collaboratories, digitorium, servers, video capabilities). NKU is actively involved in health modernization initiatives within Kentucky and nationally. The evolving needs are continually reflected in program outcomes and objectives, and learning outcomes.

**Explain how the proposed program furthers the statewide implementation plan\***

Healthcare in the Commonwealth and across the nation is undergoing a transformation designed to meet the triple aims for improved outcomes, better population health, and lower costs. Interoperable health data, health information exchange, and data-mining and analytics are central to the modernization of the health system. Healthcare reform in Kentucky is predicated on the development of these systems and the introduction of patient-driven care through population health models. These are core areas of health informatics. There is an established need for workers in this new and rapidly growing field. This degree program compliments the investments made in health innovation in our region and across the state and will provide workers for high demand positions while contributing to the health and well-being of the citizens of the Commonwealth.

**Student learning outcomes of the program**

**Design information systems to ensure data collection, storage, analysis and reporting health data.**

**Use health information technology systems, and databases.**

**Evaluate organizational readiness and compliance with federal and state regulations and policies for health information.**

**Demonstrate the ability to work with transdisciplinary healthcare teams within patient-centric delivery models.**

**Apply informatics concepts and approaches as they relate to specific healthcare problems.**

**Employ healthcare operational and organizational knowledge in the personnel and service management within healthcare organizations.**

**Explain how the curriculum achieves the program-level student learning outcomes\***

Healthcare is a unique environment and workplace. This curriculum focuses on the specialized skills and knowledge required from workers in health informatics. At the program level these include clinical and technical knowledge, compliance and privacy, legal and ethical considerations, financial resources and payment models, project management, health system design, and a basic knowledge of the biological sciences. The individual courses explicate these outcomes into measurable outcomes which are linked directly to the application of health informatics in a clinical or other applied setting.

**Highlight any distinctive qualities of this proposed program\***

*Health Innovations.* NKU has embraced and is leading a population health innovation initiative that brings together its accumulated strengths in transdisciplinary innovation and experiential learning. This includes a \$97 million Health Innovation Center that will act as a focal point to tie together the interrelated domains of health innovation required to support the triple aim of healthcare reform and link internal and external assets to drive breakthroughs.

*The Informatics Context.* The NKU College of Informatics, with its unique focus on the informational sciences and applied technologies is the natural home for this program.

*Griffin Hall.* The state has a considerable investment in this \$52M state-of-the-art building that opened in summer 2011.

The program will take advantage of an existing Health Informatics laboratory, other advanced laboratories and learning spaces, existing faculty and expertise in the well-established graduate program in Health Informatics, research and development within the Center for Applied



Informatics, and synergies and economies with existing academic programs.

Will this program replace or enhance any existing program(s) or track(s) within an existing program? \*  Yes  No

If yes, please specify. Include the projected faculty/ student in major ratio

This program enhances and expands upon an undergraduate minor in health informatics which is currently offered. The program builds upon a very successful Master of Science Degree in Health Informatics which has been offered for seven years. The program will share faculty, resources and expertise with the graduate program. Students from related programs such as pre-med, social work, behavioral sciences, nursing and allied health will benefit from the course content and ability to expand their knowledge and skills to this new and growing field.

Is there a specialized accrediting agency related to this program? \*  Yes  No

If yes, identify the agency

Do you plan to seek accreditation? \*  Yes  No

If yes, explain your plans for accreditation. If no, explain your rationale for not seeking accreditation \*

There is no accreditation available for BS degrees in Health Informatics.

**Describe the library resources available to support this program. You may attach any documentation provided to SACS\***

The NKU Stealy Library provides adequate resources in the form of online journals, reference texts, and textbooks to support this program.

**Describe the physical facilities and instructional equipment available to support this program\***

Griffin Hall has dedicated laboratory facilities to health informatics. Technology and software are already in place supporting the Graduate Program in Health Informatics which will be shared with this program. An electronic health record system has been donated by a national vendor to NKU and will be used to train students leading-edge skills. Some courses will utilize space resources in the NKU Health Innovations Center which will open in Fall, 2018.

**Clearly state the admission, retention, and completion standards designed to encourage high quality\***

Admission: High school or equivalent completion credentials verification & Satisfactory standardized test performance. Retention: College centralized student academic advising & Student course success markers. Completion standards: Required applied capstone course & Program and Course level student learning outcomes with annual evaluation and assessment.

**Clearly state the**

**degree completion requirements for the program\***

The Degree requires 120 semester credit hours

**Total number of hours required for degree (including General Education credits)\***

117

**Number of hours in degree program core\***

49

**Number of hours in concentration\***

22

**Number of hours in guided electives\***

9

**Number of hours in free electives\***

3

**Delivery Method\***

- 100% f2F in classroom
- 100% Distance Learning
- F2F/Distance Learning Hybrid

**Describe how the proposed program will articulate with related programs in the state\***

The proposed program can articulate with two year schools which provide an associate degree in health information management, health information technology, and information technology. Initial discussions have occurred. Coordination would involve required courses, syllabi and learning outcomes. The plan is to develop formal "2+2" programs and eventually "2+1+1" graduate degree programs.

**Provide Catalog Program Description:\***

This program provides the student with the specialized skills and knowledge required for a Health Informatics professional. This includes a working

knowledge of health care delivery systems and encompasses both technical and clinical knowledge. Knowledge domains include systems and processes; basic health sciences, security, privacy, confidentiality, ethical issues; health system organization; public policy and payment models; project management; health information system design and healthcare data analytics.

### Prospective Curriculum\*

## Core Courses (56 hours)

### Core Courses in the BS HIN Program

BIS 101 Computer Literacy and Informatics  
INF 110 Introduction to Application Development  
INF 128 Principles of Informatics  
BIS 111 Problem Solving and Creativity  
BIO 208 Human Anatomy and Physiology I  
BIO 208L Human Anatomy and Physiology I Laboratory  
BIO 209 Human Anatomy and Physiology II  
BIO 209L Human Anatomy and Physiology II Laboratory  
BIO 272 Medical and Biological Terminology  
BIS 275 Introduction to Business Analysis  
INF 282 Introduction to Databases  
INF 284 Introduction to Networks and Data Communication  
BIS 300 Management Information Systems  
BIS 310 Information Systems Analysis  
BIS 330 IT Project Management  
BIS 380 Quantitative Analysis with Excel  
BIS 384 Business Analytics  
CMST 403 Health Communication  
BIS 430 Workflow Design and Management  
BIS 435 Database Management Systems

## Major Courses (22 hours)

### HIN Major Courses

HIN 101 Introduction to Health Informatics  
HIN 200 Introduction to Healthcare Operations  
HIN 275 Information Management and Revenue Cycle  
HIN 355 Foundations of Health Informatics

HIN 356 Health Information Management  
 HIN 382 Healthcare Information Security and Privacy  
 HIN 450 Quality Management in Healthcare  
 HIN 485 Health Informatics Capstone

### **Elective Courses (9 hours)**

**Elective Courses in the HIN Program: select 9 hours among the following.**

BIS 305 Advanced Business Programming  
 BIS 364 Visualizing Data for Business Analysis  
 BIS 373 Collaboration Systems Development with SharePoint  
 BIS 394 Topics: Information Systems  
 BIS 420 Business Intelligence & Enterprise Applications  
 HIN 392 Directed Research in Health Informatics  
 HIN 394 Special Topics  
 HIN 396 Applied Health Informatics  
 HIN 397 Health Informatics Project  
 HIN 399 Independent Study

**Describe planned alternative methods of program delivery\*** Courses that combine various modes of interaction

**Describe how the doctorate builds upon the reputation and resources of the existing master's degree program in the field**

**Explain the impact of the proposed program on undergraduate education at the institution**

**List and discuss the nature and appropriateness of available clinical sites**

**Clearly describe all evidence of student demand\***

See evidence provided for student demand at the regional, state, and national levels.

**Provide evidence of student demand at the regional, state, and national levels\***

Demand at the National Level

**Estimates of National Workforce Needs**

Organization	Target Year	New Position Estimates
Office of National Coordinator <sup>[1]</sup>	2015	51,000
HIMSS Analytics <sup>[2]</sup>	MU Stage One	41,000
Bureau of Labor Statistics <sup>[3]</sup>	2018	35,000
ASHIM Member Survey <sup>[4]</sup>	2015	50,000-200,000

Providers are at various points in dealing with implementation and use of health informatics technologies and applications. Given the ambitious nature of public policies to support the meaningful use Health IT, the number of workers and breadth of skills will only increase beyond these estimates.

In July, 2014, the Health Information Systems Society (HIMSS) released its second annual Workforce Survey.<sup>[5]</sup> Summary findings in the HIMSS Workforce study include:

- 80% of responding provider organizations planned to hire additional health IT workers in the next year
- 98% of responding vendors and consultants planned to hire additional health IT staff in the next year
- More than 50% of providers reported that they hired between one and 10 FTEs in health IT in the past year and 20% indicated that they hired more than 20 FTEs in 2014.
- For staff retention, 60% of providers and 64% of vendors/consultants offered professional development opportunities
- For staff retention, 64% of providers and 34% of vendors/consultants offered paid tuition

The top 10 areas for health provider hires in each of the past two years are: clinical application support, help desk, IT management, project management, IT security, financial application support, system development and implementation, clinical informaticist/clinical champion, systems integration, and process/workflow design. The proposed degree in Health Informatics includes each of those categories as content areas.

The top 10 IT staff areas for certification for healthcare provider organizations include: security professional, project manager, network/architecture support, database administrator, informatics professional, executive, programmer, process/workflow design, integration specialist, PC/server support professional. Each of these content areas is including within the proposed program. There is a separate breakout for Informatics professional.

These priorities need to be considered within the context of the continued demand workers in this area. Also the results are only for provider organizations and do not reflect consultants, vendors, payers, government, community organizations, and office-based providers.

#### U.S Bureau of Labor Statistics and Online Jobs Postings: State/Regional Forecasts

In examining third party sources for the demand for graduates of this program, the U.S Labor Department and the Kentucky Career Center both provide a source for the forecast for workers. At this point, there is not a

specific category for Health Informatics, but there is a similar category for Health Technology Specialist by the Bureau of Labor Statistics. Also, it is possible to do keyword searches of online job databases by region for Health Information Technology. The results for the Northern Kentucky region are in Table 1.

Table 1: Health Technology Current Job Openings: NKY Region[6]

Occupation	NKY Jobs Advertised: KY Career Center	Jobs Advertised on Indeed.com within 50 Mile radius of NKU
Health Information Technology	13	448

The difference in these results is due to a broader geographic region and more sources for the Indeed.com estimate. Both indicate a demand for workers.

Table 2 indicates the projected growth rate by the U.S. Bureau of Labor Statistics for Medical Records and Health Information Technology Specialists.

Table 2: Projected National Growth Rate and Regional Employment[7]

Occupation	Projected National Growth Rate	NKY Regional Employment (May, 2015)
Medical Records & Health Information Technology Specialist	15%	3,060

Table 3 provides data on the projected growth rate for the occupation of Health Technologists and Technicians category from the Kentucky Career Center. Once again, there is not a specific category for health informatics or health information technology but this serves as a reasonable proxy.

Table 3: Commonwealth of Kentucky (2012 – 2022)[8]

Occupation	Total Percentage Change	Projected Annual Job Openings in Kentucky
Health Technologists and Technicians	22.48%	148

**The above body of data and information taken in conjunction with the national forecasts and trends included in the program proposal demonstrate a need for the Bachelors of Science in Health Informatics.**

[1] Conn, J., Working on IT. *Modern Healthcare*, May 24, 2010, 29.



[2] Hersh, W., Wright, A. *Characterizing the Health Information Workforce: Analysis from the HIMSS Analytics Database*. Accessed: <http://www.himss.org/asp/ContentRedirector.asp?ContentId=67920&type=HIMSSNewsItem>

[3] 2009 *Workforce Development FOA*, January 22, 2010. Accessed at [http://healthit.hhs.gov/portal/server.pt?open=512&objID=1414&parentname=CommunityPage&parentid=46&mode=2&in\\_hi\\_userid=11673&cached=true](http://healthit.hhs.gov/portal/server.pt?open=512&objID=1414&parentname=CommunityPage&parentid=46&mode=2&in_hi_userid=11673&cached=true)

[4] *HIT Jobs Survey*, American Society of Health Informatics Managers. Accessed at <http://www.scribd.com/doc/26705790/ASHIM-Health-IT-Jobs-Survey>

[5] *2014 HIMSS Workforce Survey*. Accessed at <http://www.himss.org/ResourceLibrary/genResourceDetailPDF.aspx?ItemNumber=41969>

[6] Sources: Kentucky Career Center. Accessed October 10, 2016. Indeed.com – Jobs posted with these keywords within 50 miles of Florence, KY. Accessed October 10, 2016

[7] Sources: U.S. Department of Labor Statistics. Available at: [www.bls.gov/oes/current/oes\\_17140.htm#31-0000](http://www.bls.gov/oes/current/oes_17140.htm#31-0000). U.S. Department of Labor, Career Onestop, at: [www.careerinfonet.org](http://www.careerinfonet.org)

[8] *Occupational Projections (Long-Term) for Multiple Occupations in Kentucky in 2012-2022*. Kentucky Career Center. Available at: <https://kylmi.ky.gov/vosnet/analyzer/results.aspx?session=occproj>

**Identify the applicant pool and how they will be reached\***

The applicant pool consist of three elements:

Undergraduate students enrolling at NKU will be recruited through established relationships with high schools and marketing infrastructure, strategies and tools. This includes engagement with extracurricular activities/student organizations.

Students with an Associate Degree in Health Information Management or Health Information Technology degrees will be recruited through articulation agreements, marketing by NKU, visits and presentations by faculty to the Community Colleges. “2+2” programs will be formalized and other programs such as a “3+2” are also under discussion.

New undergraduate students will also be recruited the stakeholders such as hospitals, insurance companies, and vendors. Marketing visits and, including are held annually at multiple healthcare organizations across the region and state by health informatics faculty.

**Describe the**

**student  
recruitment and  
selection  
process\***

Students will be recruited as described in #2 above. Selection will be based upon university criteria and administered by the Office of Admissions.

**Identify the  
primary feeders  
for the program\***

The primary feeders will be (1) high schools (2) 2-year schools with articulation agreements (3) 2 year schools and (4) hospitals and other stakeholders investing in human capital development.

**Provide any  
evidence of a  
projected net  
increase in total  
student  
enrollments to  
the campus as a  
result of the  
proposed  
program\***

Based upon enrollment projections of 30 per year for the first 5 years, and the assumption that 10 students will be through articulation agreements, 10 will be new students who select NKU for the program, and 10 are students who select the program but would have otherwise attended NKU, there are 20 net new students per year or 100 during the first 5 years. This based upon the demand for workers in this field and the attraction to this major which is not replicated at other colleges of universities.

**Clearly describe  
evidence of  
employer  
demand\***

Northern Kentucky University has substantial experience in the areas of health informatics education, training, and student placement. The following is a summary of the analyses undertaken to ascertain demand for the Bachelor of Science in Health Informatics. This information is intended to supplement that available in the original proposal.

Experience with a Similar Program

In 2008, NKU launched a very successful Master of Health Informatics (MHI) program. The number of students enrolled in this program has ranged from 70 to 120 per year since the program was launched. The demand for graduates has been very high due to the reasons described in the proposal (primarily associated with healthcare reform and federal

policies requiring the measurement of digital data collected through electronic health records and health information exchange). To our knowledge the placement rate has been near 100% for our MHI graduates. The program has also recently been rated 5<sup>th</sup> in the nation for online health informatics programs.[1]

The BS in Health Informatics was designed based upon the lessons learned and expertise developed in the MHI program. Based upon that experience, we have recognized that not all of the jobs in Health Informatics require a graduate level degree. In addition, smaller practices and facilities in underserved regions or serving underserved populations cannot afford or attract students with graduate level credentials. More significantly, while health informatics jobs require specialized knowledge of healthcare processes and organizations, and capability with specialized standards and technologies, many new and future positions can be filled with the education achieved with a B.S. degree.

On October 14, 2016, the Medicare Access and CHIP Reauthorization Act (MACRA) was implemented. Under this law almost all clinicians will be required to collect and report data electronically and measure performance as required by the Centers for Medicaid and Medicare Services (CMS) or face between a 4 and 10 percent reduction in payments for Medicare. Thus, even small practices will require technology and data expertise. This also speaks to the growing demand for a well-trained, but affordable workforce.[2]

Thus, based upon our experience with our graduates, employers, and an understanding of industry trends, a need for workers with a Bachelors level credential has been identified.

---

**[1] Health Informatics Degree.org. Ranking methodology is disclosed. Available at**

**<http://www.healthinformaticsdegrees.org/masters-in-health-informatics-online/>**

**[2] Medicare Program; Merit-based Incentive Payment System (MIPS) and Alternative**

**Payment Model (APM) Incentive under the Physician Fee Schedule, and Criteria for**

**Physician-Focused Payment Models available at <https://qpp.cms.gov/docs/CMS-5517-FC.pdf>**

**Describe the types of jobs available for**

Survey of Hospital System Chief Information Officers

**graduates, average wages for these jobs, and the number of anticipated openings for each type of jobs at the regional, state, and national levels\***

In conjunction with the development of this proposal, a survey of the six large hospital systems in Northern Kentucky/Greater Cincinnati region was undertaken in 2015. The respondents (n=6) were the CIO's for the systems. All identified a need for workers and prioritized the following areas:

- System Integration/Interfaces
- Database Administrator
- Privacy and Security
- Data Quality/Compliance
- Healthcare Analytics
- Clinical Application Development

All of these skills will be taught within the proposed B.S. in Health Informatics.

#### Review and Approval from Advisory Board

The College of Informatics has an Advisory Board of prominent and senior executives for the Graduate Program in Health Informatics. This includes a diverse group of healthcare professionals from across the Commonwealth and Northern Kentucky Region. This group has affirmed the need for workers in Health Informatics at the Bachelors level and their oversight will be extended to this new program if it is approved. The Advisory Board received an update on the program proposal on November 4, 2016 and approved its structure.

#### U.S Bureau of Labor Statistics and Online Jobs Postings: State/Regional Forecasts

In examining third party sources for the demand for graduates of this program, the U.S Labor Department and the Kentucky Career Center both provide a source for the forecast for workers. At this point, there is not a specific category for Health Informatics, but there is a similar category for Health Technology Specialist by the Bureau of Labor Statistics. Also, it is possible to do keyword searches of online job databases by region for Health Information Technology. The results for the Northern Kentucky region are in Table 1.

Table 1: Health Technology Current Job Openings: NKY Region[1]

Occupation	NKY Jobs Advertised: KY Career Center	Jobs Advertised on Indeed.com within 50 Mile radius of NKU
Health Information Technology	13	448

The difference in these results is due to a broader geographic region and more sources for the Indeed.com estimate. Both indicate a demand for workers.

Table 2 indicates the projected growth rate by the U.S. Bureau of Labor Statistics for Medical Records and Health Information Technology Specialists.

Table 2: Projected National Growth Rate and Regional Employment[2]

Occupation	Projected National Growth Rate	NKY Regional Employment (May, 2015)
Medical Records & Health Information Technology Specialist	15%	3,060

Table 3 provides data on the projected growth rate for the occupation of Health Technologists and Technicians category from the Kentucky Career Center. Once again, there is not a specific category for health informatics or health information technology but this serves as a reasonable proxy.

Table 3: Commonwealth of Kentucky (2012 – 2022)[3]

Occupation	Total Percentage Change	Projected Annual Job Openings in Kentucky
Health Technologists and Technicians	22.48%	148

### Summary

The above body of data and information taken in conjunction with the national forecasts and trends included in the program proposal demonstrate a need for the Bachelors of Science in Health Informatics.

**[1] Sources: Kentucky Career Center. Accessed October 10, 2016. Indeed.com – Jobs posted with these keywords within 50 miles of Florence, KY. Accessed October 10, 2016**

**[2] Sources: U.S. Department of Labor Statistics. Available at: [www.bls.gov/oes/current/oes\\_17140.htm#31-0000](http://www.bls.gov/oes/current/oes_17140.htm#31-0000). U.S. Department of Labor, Career Onestop, at: [www.careerinfonet.org](http://www.careerinfonet.org)**

**[3] *Occupational Projections (Long-Term) for Multiple Occupations in Kentucky in 2012-2022*. Kentucky Career Center. Available at: <https://kylmi.ky.gov/vosnet/analyzer/results.aspx?session=occproj>**

**Clearly describe all evidence justifying a new program based on changes in the academic discipline or other academic**

Health informatics is a rapidly developing field that involves the maintenance, collection, and analysis of data used in providing clinical care, for performance measurement and for reimbursement. As a transdisciplinary program, Health Informatics builds upon several fields including information systems, computer science, communication, allied

**reasons\*** health, biology, pharmacology, physiology, and health information management. The rapid introduction of information technologies into the health system combined with payment and delivery reforms have greatly increased the use of technologies, data, and health information. This proposed program builds directly upon a highly successful Masters Degree in Health Informatics offered within the submitting academic unit at NKU.

Health informatics is a distinct field. Health informatics is the science that defines how health information is technically captured, transmitted and utilized. A related field is health information management which is the practice of acquiring and protecting digital and traditional medical information.<sup>[1]</sup> Applied health informatics addresses the flow of health information in an electronic/digital environment and covers process, policy, technological solutions, and data analytics while health information management has had a focus on coding/reimbursement, data integrity, confidentiality, and information security. These fields are complimentary and mutually supporting.

This program provides the knowledge and skills required from workers who are high in demand across the region, state, and nation. Their role is critical to the modernization of healthcare and in supporting federal policy and organizational initiatives focused on the triple aims of better care for individuals, better health for populations and reducing per-capita costs.<sup>[2]</sup> Unprecedented changes in healthcare delivery, reimbursement, performance measurement, and data management are creating a great need for workers with specialized skillsets and the acquisitions of new skills by incumbent workers. Central to healthcare reform is getting information (clinical, claims, analytic reports) to the right place at the right time for patient care, population health, measurement and analytics, and payments.

The healthcare industry was historically slow to adopt computerized systems and digital records, relying on paper records, fax machines and file rooms. The federal government introduced incentives to encourage the adoption of electronic health records (EHR) and their use in defined “meaningful” ways. These Meaningful Use requirements are the driving force for the implementation of technologies and processes in this evolving marketplace. More than 83% of all physicians now use an EHR compared to 20% in 2004, and 77% of hospitals reached Stage 2 Meaningful Use requirements by the end of 2014.<sup>[3]</sup>

The next phase enabled by Meaningful Use is linked to payment reform. This is beginning to shape both care delivery and healthcare business processes. The Centers for Medicare and Medicaid Services (CMS) has announced that by 2018, 90% of all payments will be through alternative risk-sharing or value-based payment models such as Accountable Care Organizations (ACOs) as opposed to historical fee-for-service payment models. These and other types of “fee for value” models are very dependent upon Health IT, health information exchange (HIE), and informatics in order to meet their clinical and financial objectives and

maintain sustainability.

Healthcare is a unique environment and workplace. This curriculum focuses on the specialized skills and knowledge required from workers in health informatics. These include clinical and technical knowledge, compliance and coding, legal and ethical considerations, financial resources and payment models, project management, health system design, and a basic knowledge of the biological sciences.

[1] *Health Information 101*, American Health Information Management Association. Available at <http://www.ahima.org/careers/healthinfo>.

[2] *Berwick Brings the "Triple Aim" to CMS*, Available at <http://healthaffairs.org/blog/2010/09/14/berwick-brings-the-triple-aim-to-cms/>

[3] *Health IT Quick Stats-Health IT Dashboard*. Available at <http://dashboard.healthit.gov/index.php>.

If the proposed program is an advanced practice doctorate explain the new practice or licensure requirements in the profession and/or requirements by specialized accrediting agencies that necessitate a new doctoral program

Does the proposed program differ from existing programs?\*

Yes  No

If yes, please explain

N/A - There are no comparable existing programs.

Does the proposed program serve a different student population from existing programs?\*

Yes  No

If yes, please explain N/A - There are no comparable existing programs.

Is access to existing programs limited?\*

Yes  No

If yes, please explain N/A - There are no comparable existing programs.

Is there excess demand for existing similar programs?\*

Yes  No

If yes, please explain



N/A - There are no comparable existing programs.

**Will there be collaboration between the proposed program and existing programs?\***  Yes  No

**If yes, please explain the collaborative arrangements with existing programs**

The BIS (Business Information Systems) Program will share common courses and faculty.

**If no, please explain why there is no proposed collaboration with existing programs**

**Will this program require additional resources?\***  Yes  No

**If yes, provide a brief summary of additional**

**resources that will be needed to implement this program over the next five years**

Additional faculty resources will be required with enrollment growth.

**Will this program impact existing programs and/or organizational units within your institution?\***

Yes  No

**If yes, please describe the impact**

This program will leverage and support the growth of other programs.

**Describe program evaluation procedures for the proposed program\***

The Health Informatics Program Committee will be responsible for assessing the program on the same schedule as other four-year degree programs at NKU are assessed, and for evaluating student learning outcomes.

The full program proposal will list the detailed matrix that maps courses and experiential components to program learning outcomes. The quality of the program will be tracked by:

Graduation/completion rate data.

Employer surveys.

Graduate surveys.

Organizational partner reports or external capstone projects run through the Center for Applied Informatics.

A review/feedback process managed by the external Health Informatics Advisory Board

Full program review on a standard five-year cycle according to Kentucky CPE criteria.

End-of-semester evaluations by the students.

The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) is considering accrediting undergraduate programs in health informatics. If that is the case, NKU would likely pursue accreditation.

**Which components will be evaluated?\***

Course level learning objectives

**When will the components be evaluated?\***

At least once per year

**When will the data be collected?\***

At the end of course term.

**How will the data be collected?\***

Various means (ie. faculty reporting & assessment).

**What will be the benchmarks and/or targets to be achieved?\***

Course learning objectives set by the faculty (confirmed by Advisory Council)

**What individuals or groups will be responsible for data collection?\***

Each faculty member.

**How will the data and findings be shared with faculty?\***

Annual assurance of learning reporting.

**How will the data be used for making programmatic improvements?\***

Each faculty is required to reflect and report course level "Closing the Loop" Assessment / Improvement narratives for each measure which will be aggregated at the program level for department curriculum / program assessment and renewal.

**What are the measures of teaching effectiveness?\***

End of semester student evaluations and planned faculty peer reviews.

**What efforts to improve teaching effectiveness will be pursued based on these measures?\***

Faculty performance reviews, peer coaching and best practices development.

**What are the plans to evaluate students' post-graduate success?\***

Employer surveys.

- Graduate surveys

A review/feedback process managed by the external Health Informatics Advisory Board

**Attached**  I have attached a SACS Faculty Roster Form.

**Attached\***  I have attached course lists by curricular headings.

**Attached**  I have attached a Projected Student Demand Estimate.

**Attached**  I have attached a Funding Sources Table.

**Attached**  I have attached a Breakdown of Budget Expenses/ Requirements Table.

**RECOMMENDATION:**

That a Bachelor of Arts Degree in Environmental Science, as outlined in the accompanying proposal, be approved for immediate implementation.

**BACKGROUND:**

The transdisciplinary nature and student-centered curriculum of the B.A. in Environmental Science will empower our graduates to pursue careers that include civic engagement and sustainability in our region. The tracks within the B.A. in Environmental Science were developed using research completed with students that focused on career placement. In addition, the student learning outcomes were aligned with important career skills identified by both students and regional employers.

**Why a B.A. in Environmental Science?**

The program will produce skilled graduates prepared for the workforce, advanced careers, and graduate education. Through a diverse curriculum of coursework from the arts, humanities, social sciences, and management, students will gain insight into environmental science from multiple perspectives. This broad skillset, together with a foundation in the STEM disciplines, will prepare students for an array of careers including advocacy, administration, public relations, social and behavioral science research, community healthcare, and sustainability planning. The coursework also enables the pursuit of advanced degrees in sustainability and environmental studies for graduates. This new degree track will be the only B.A. environmental science program in the region, aiding in recruitment and retention and building upon NKU's reputation as an innovative leader.

**What are the program objectives?**

1. Analyze complex environmental problems from transdisciplinary perspectives.
2. Critically evaluate information from a variety of sources.
3. Use a transdisciplinary understanding of environment to communicate in multiple ways to multiple audiences.
4. Collaborate effectively using a transdisciplinary perspective in environmental problem solving.

**What is the anticipated enrollment?**

From 2009 to 2016, students graduating from NKU with a B.S. environmental science degree have increased yearly from 2 to 11 with declared majors increasing from 35 to 58. Environmental studies minors have also increased from 10 to 22 over the same time period. While the B.A. in environmental science will impact these numbers, with the unique nature of this new degree, we expect the overall numbers of environmental science majors and minors to continue an upward trajectory.

**Note:**

This new major is more than 50% similar to the existing Bachelor of Science in Environmental Science. Therefore, the Council for Postsecondary Education considers it only an addition of a degree designation and does not require inclusion of all elements of a full proposal. This proposal requires only institutional approval.

## B.A. in Environmental Science

### 2017-2018 New Academic Program

#### General Catalog Information

**Type of Program \***  Program  
 Shared Core

**Identify Purpose of Proposal \***  Pre-Proposal  
 Full Proposal

**Academic Unit \***

**Program Level \***  Undergraduate  Graduate

**Does this proposal require TEC approval? \***  Yes  No

**Degree Level \***  Bachelor's  
 Master's  
 Doctoral  
 Certificate  
 Joint Program  
 Associate

**If Certificate, select appropriate option**  Undergraduate Certificate < 1 Year  
 Undergraduate Certificate 1-2 Years  
 Undergraduate Certificate 2-4 Years  
 Institutionally-Defined Undergraduate Certificate  
 Post-Baccalaureate Certificate (over 18 credit hours with Master Level Courses being taught)  
 Post-Masters Certificate (over 18 credit hours with Doctorate Level Courses being taught)  
 Institutionally-Defined Graduate Certificate  
 Post-Doctoral Degree Professional Practice Certificate

**Program Type \***



<b>Degree Type*</b>	<b>Bachelor of Arts</b>
<b>Status*</b>	<input checked="" type="radio"/> Active-Visible
<b>Title of Proposed Degree Program*</b>	B.A. in Environmental Science
<b>EEO Status*</b>	N/A
<b>Name of Program Director*</b>	Kristy Hopfensperger
<b>Intended Date of Implementation*</b>	Fall 2017
<b>Anticipated Date for Granting First Degrees*</b>	May 2021
<b>Date of Governing Board Approval*</b>	09-01-2016
<b>Date of CPE Approval*</b>	N/A
<b>List the objectives of the proposed program*</b>	<ol style="list-style-type: none"> <li>1. Provide students with a broad understanding of the environment using a transdisciplinary approach that emphasizes disciplines outside of STEM.</li> <li>2. Prepare students for an increasingly transdisciplinary workforce.</li> <li>3. Foster a transdisciplinary understanding of environment to communicate in multiple ways to multiple audiences.</li> </ol>
<b>Explain how the proposed program relates to the institutional mission and academic plan*</b>	<p>The transdisciplinary nature and student-centered curriculum of the B.A. in environmental science will empower our graduates to pursue careers that include civic engagement and sustainability in our region. The tracks within the B.A. in environmental science were developed using research completed with students that focused on career placement. In addition, the student learning outcomes were aligned with important career skills identified by both students and regional employers.</p> <p><b>NKU Strategic Plan Alignment</b></p> <p>Talent Development</p> <p>Skilled Graduates (Produce skilled graduates prepared for the</p>

workforce, advanced careers, and graduate education) Through a diverse curriculum of coursework from the arts, humanities, social sciences, and management, students will gain insight into environmental science from multiple perspectives. This broad skillset, together with a foundation in the STEM disciplines, will prepare students for an array of careers including advocacy, administration, public relations, social and behavioral science research, community healthcare, and sustainability planning. The coursework also enables the pursuit of advanced degrees in sustainability and environmental studies for graduates.

This new degree track will be the only B.A. environmental science program in the region, aiding in recruitment and retention and building upon NKU's reputation as an innovative leader.

### **Academic Innovation**

Transdisciplinary Learning (Develop and expand transdisciplinary programs, courses, and research)

The Environmental Science Bachelor of Arts Major enhances the NKU Strategic Plan Goal of Academic Innovation- Transdisciplinary Learning in that it is a transdisciplinary program blending STEM disciplines (biology, environmental science, chemistry, and statistics) with the arts, humanities, social and behavioral sciences, and leadership. The core of the program includes coursework in anthropology, biology, chemistry, environmental science, geography, leadership, philosophy, sociology, and statistics, as well as the skills electives and four tracks that include courses in art, communication studies, economics, education, english, health informatics, health sciences, history, journalism, management, philosophy, public administration, public relations and social work. In addition to transdisciplinary coursework, students will apply transdisciplinary perspectives in their required internship or research, which will prepare them for an increasingly transdisciplinary work-force.

### **Community Engagement**

Public Engagement (Provide leadership, coordination, and support for public engagement activities)

The Environmental Science Bachelor of Arts Major enhances the NKU Strategic Plan Goal of Community Engagement- Public Engagement through the inclusion of research or internship experience, which enables students to gain

expertise and experience to analyze and contribute to solutions of current environmental problems. These opportunities are provided by anthropology, communication, environmental science, geography, sociology programs, as well as the Center for Integrative Natural Science and Mathematics (CINSAM), the Center for Environmental Restoration (CER), industry and government agencies. In addition, several of the existing environmental science courses (ENV 220, ENV 308, ENV 494) are taught using service learning methods – instructors connect students to community organizations throughout the semester

**Explain how the proposed program addresses the state's postsecondary education strategic agenda\***

Not required per Idna Corbett

**Explain how the proposed program furthers the statewide implementation plan\***

Not required per Idna Corbett

**Student learning outcomes of the program**

- 1. Analyze complex environmental problems from transdisciplinary perspectives.**
- 2. Critically evaluate information from a variety of sources**
- 3. Use a transdisciplinary understanding of environment to communicate in multiple ways to multiple audiences**
- 4. Collaborate effectively using a transdisciplinary perspective in environmental problem solving.**

**Explain how the curriculum achieves the program-level student learning outcomes\***

Our program objectives will be met as students progress through the student learning objectives to earn a B.A. in Environmental Science. The core curriculum and track options pull from 23 unique disciplines to provide students a broad understanding of the environment. Required courses in methods and skills, from 9 different disciplines, will allow students to analyze and critically evaluate information. The core curriculum requires two communication courses, which include skills in written, audio, and visual communication. Lastly, all students will take a service learning seminar (ENV 494) where they will use their transdisciplinary understanding towards solving environmental problems.

**Highlight any distinctive qualities of this proposed program\***

The B.A. in Environmental Science at NKU will be the first in the Commonwealth and in the region.  
The B.A. in Environmental Science at NKU was designed by faculty and practitioners from across the university and prepares students for an increasingly transdisciplinary workforce.

**Will this program replace or enhance any existing program(s) or track(s) within an existing program?\***  Yes  No

**If yes, please specify. Include the projected faculty/ student in major ratio**

The B.A. in Environmental Science will enhance the existing B.S. in Environmental Science program by allowing students to choose between a STEM-focused or transdisciplinary-focused approach to solving environmental problems. The new B.A. program will also provide a new

major option to students in our existing minor in environmental studies. Because the B.A. in Environmental Science is a transdisciplinary major with courses from over 20 disciplines, it is difficult to estimate the faculty/student ratio in the major; however, for the core seminar course (ENV 494), we estimate 25:1. As this major grows, we are prepared to increase the offerings of the seminar course with existing resources.

Northern Kentucky University is committed to being a leader in transdisciplinary education. With this strategic effort in mind, a group of interdisciplinary NKU students and faculty conducted a study in 2015 aimed at evaluating the feasibility of transitioning the current environmental science program from an interdisciplinary to a transdisciplinary learning model. Students, local employers, and faculty were surveyed in an effort to identify support and concerns for such a transition. In total, 175 survey responses were received revealing *overwhelming support for a transdisciplinary learning model in Environmental Science.*

The field of environmental science is inherently interdisciplinary, which is reflected in the existing Bachelor of Science program. Much like the existing program, students in the new Bachelor of Arts program would graduate with the ability to analyze complex environmental problems and critically evaluate information from a variety of sources. Unlike the B.S. program, students in the B.A. would have an increased focus on transdisciplinary perspectives and specialize in the skills necessary to thrive in a transdisciplinary workforce.

The B.S. is focused on understanding environmental science from an integrated STEM perspective, while the B.A. is focused on understanding environmental science from an integrated social-ecological perspective with greater emphasis on social and behavioral sciences, humanities, art, health, communication disciplines, and leadership skills.

**Table 1.** Comparison of core courses (and pre-requisites) and minor/track alternatives for the B.S. and B.A. in environmental science at NKU. Courses with an asterisk are required in both programs.

Core Courses	
<i>Bachelor of Science in Environmental Science</i>	<i>Bachelor of Arts in Environmental Science</i>
BIO 150/L, Introduction to Biology I*	BIO 150/L, Introduction to Biology I*
BIO 151/L, Introduction to Biology II*	BIO 151/L, Introduction to Biology II*
BIO 304/L, General Ecology*	BIO 304/L, General Ecology*
CHE 120/L, General Chemistry I*	CHE 120/L, General Chemistry I*

CHE 121/L, General Chemistry II	ENV 1
CHE 310/L, Organic Chemistry I	ENV 1
ENV 110, Environmental Science and Issues*	ENV 2
ENV 115, Orientation to Environmental Science Careers*	ENV 3
ENV 291W, Advanced Writing in Environmental Science*	ENV 4
ENV 494, Environmental Science Seminar*	GEO 3
GEO 306, Environmental Resource Management*	GEO 4
GEO 418, Geographical Information Systems*	LDR 4
GLY 120, This Dangerous Earth	PHI 3
GLY 340, Introduction to Environmental Geoscience	SOC 3
GLY 450, Hydrogeology	ANT 3
MAT 119, Pre-calculus	STA 2
STA 205, Introduction to Statistics*	Intern
PHY 211, General Physics I	Plus tv
PHY 213, General Physics II	
Internship (ENV 396) or directed research (ENV 492)*	
Plus one elective from list	
<b>Minors to choose from:</b>	<b>Track</b>
Biology	Nature
Chemistry	Urban
Geography	Enviro

Geology	Health
Mathematics	
Statistics	

Students that earn a B.S. in environmental science typically pursue technical and research oriented careers in environmental science with some pursuing an advanced degree in a STEM discipline. The B.A. in environmental science is designed to prepare students for future careers that require a broad understanding of environment using a transdisciplinary skillset. Potential careers (B.A.) include: advocacy, administration, public relations, social and behavioral science research, community healthcare, and sustainability planning.

Is there a specialized accrediting agency related to this program?\*

Yes  No

If yes, identify the agency

Do you plan to seek accreditation?\*

Yes  No

If yes, explain your plans for accreditation. If no, explain your rationale for not seeking accreditation.\*

N/A

Describe the library resources available to support this program. You may attach any documentation provided to SACS.\*

Not required per Idna Corbett

**Describe the physical facilities and instructional equipment available to support this program\***

Not required per Idna Corbett

**Clearly state the admission, retention, and completion standards designed to encourage high quality\***

Admission requirements for the B.A. in environmental science are the same as NKU; however, some of the pre-requisite core classes (BIO 150/L, CHE 120/L) require a minimum ACT score of 22 in math or completion of MAHD 099 with a C- or higher, or placement into MAT 109 or higher, and a minimum ACT score of 18 in English and 20 in Reading, and 19 in each remaining division (or SAT equivalent), or completion of all precollege curriculum courses. To retain high quality students, the Environmental Science Program fosters a sense of community through semester film events and an annual social. In addition, the STEM programs on campus offer weekly peer-learning opportunities for all introductory level courses. Completion standards include a service learning seminar and internship/research requirement, along with a requirement of C- or higher in all courses that count towards the major.

**Clearly state the degree completion requirements for the program\***



Students earning a B.A. in environmental science must complete program pre-requisites (17 credit hours), the core curriculum (28-29 credit hours), two methods/skills courses (6-7 credit hours), and one of the four track options (21-23 credit hours; B.A. total of 72-76 credit hours), while earning a C- or higher in all courses. Students will fulfill five general education courses through the pre-requisites and core curriculum (13 credit hours). While completing a track option, students will also earn an area of focus, a graduation requirement of NKU.

**Total number of hours required for degree\*** 72-76

**Number of hours in degree program core\*** 28-29

**Number of hours in concentration\*** (tracks) 21-23

**Number of hours in guided electives\*** 6-7

**Number of hours in free electives\*** N/A

**Describe how the proposed program will articulate with related programs in the state\*** Not required per Idna Corbett

**Provide Catalog Program Description:\*** The B.A. in environmental science is a transdisciplinary program focused on understanding environmental science from an integrated socio-ecological perspective and is designed to prepare students for future careers that require a broad understanding of environment using a transdisciplinary skillset. The B.A. degree places a greater emphasis on social and behavioral science, humanities, art, health, communication, and leadership skills than the B.S. degree option, while including a set of core courses in science and math. The inclusion of research or internship experience enables students to gain expertise and experience working towards

solutions of current environmental problems. Students graduating with a B.A. in environmental science are well equipped for careers in advocacy, administration, community healthcare, public relations, social and behavioral science research, and sustainability planning.

### Prospective Curriculum\*

#### Pre-requisites

See attached table

#### Core Courses

See attached table

ENV 110 Intro to Env Science  
GLY 120

#### Methods and Skills Courses

See attached table

#### Track 1: Nature, Culture, and Justice (Anthropology Focus Area)

See attached table

#### Track 2: Urban Sustainability (Geography Focus Area)

See attached table

### **Track 3: Environmental Communication (Communication Studies Focus Area)**

See attached table

### **Track 4: Health, Community, and Environmenta (Sociology Focus Area)**

See attached table

#### **Describe planned alternative methods of program delivery\***

Some of the core required courses are offered both online and in person (e.g., STA 205, LDR 460) and additional track elective courses also have online options. In addition, the core required course, ENV 308, Science Communication, includes a suite of new equipment the Environmental Science Program recently acquired through an NSF EPSCoR grant – this equipment includes four Canon digital cameras with memory cards and tripods, four Rode lightweight video cameras, and 4 Apple iMac desktops for photo and video processing – all for hands-on student learning. Students in the B.A. program will also receive hands-on training through the methods and skills elective courses they select from. Lastly, core course, ENV 494, Environmental Science Seminar is a service learning course that pairs students up to work on projects with local community partners, providing students direct work experience they can add to their resumes.

#### **Describe how the doctorate builds upon the reputation and resources of the existing master's degree program in the field**

N/A

#### **Explain the impact of the proposed program on undergraduate education at the institution**

**List and discuss  
the nature and  
appropriateness  
of available  
clinical sites**

**Clearly describe  
all evidence of  
student demand\***

Not required per Idna Corbett

**Provide evidence  
of student  
demand at the  
regional, state,  
and national  
levels\***

Not required per Idna Corbett

**Identify the**

**applicant pool and how they will be reached\***

Not required per Idna Corbett

**Describe the student recruitment and selection process\***

Students will largely self-select into this degree, but are guided through advising students in all three ENV options: B.A., B.S., and minor. Recruitment at NKU will come from a combination of incoming freshmen interested in this unique approach to environmental science, undeclared majors who become interested through the ENV 110 or ENV 220 Foundation of Knowledge courses, students minoring in environmental studies who discover a deeper interest and want to convert to a full major, and students who begin in the B.S. environmental science major, but find they are not strictly interested in the STEM disciplines. Incoming students will be reached through advising and departmental outreach to AP environmental science high school classes, Welcome Wednesday events, and through involvement in community outreach including Skyward and Sanitation District 1, and inviting students to ENV events at NKU.

**Identify the primary feeders for the program\***

In addition to incoming freshmen interested in this degree, primary feeders for the program include undeclared majors who become interested in environmental science through ENV Foundation of Knowledge courses, and students pursuing the B.S. Environmental Science degree, as well as the ENV minor.

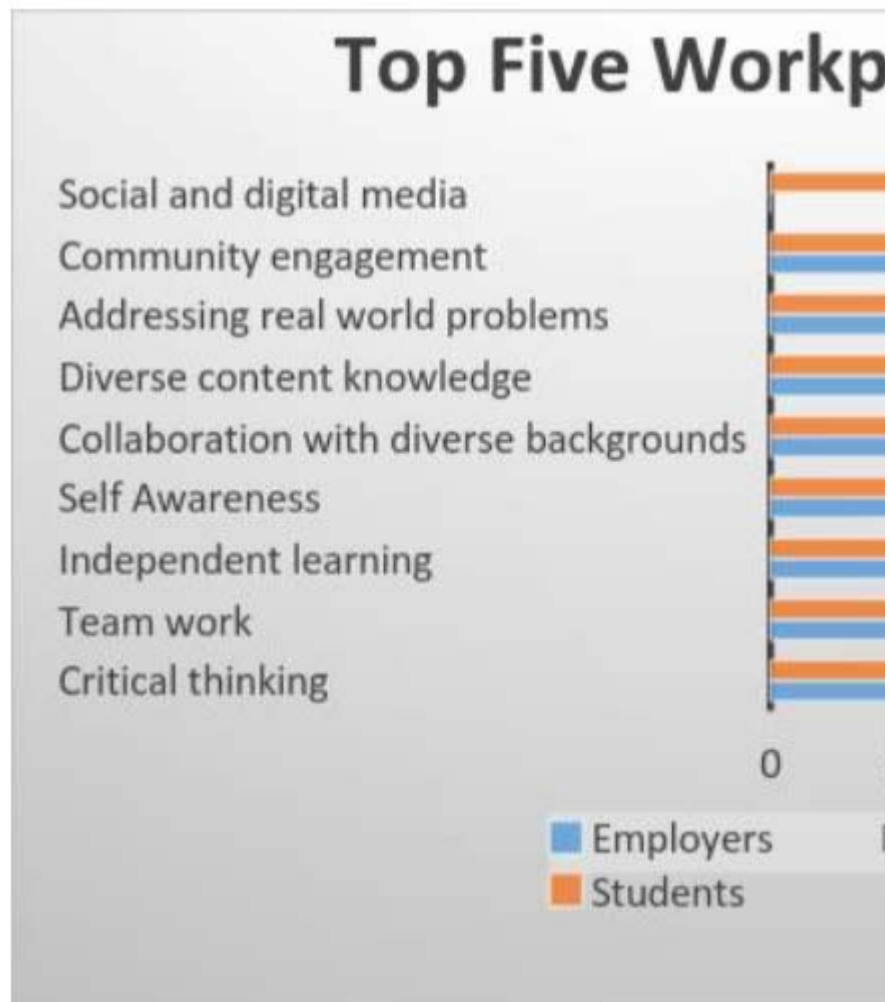
**Provide any evidence of a projected net increase in total student enrollments to the campus as a result of the proposed program\***

With no other KY state institution offering a B.A. in environmental science, there is potential to recruit from beyond NKU's regional core. In addition, ECU recently (spring 2016) eliminated their B.S. in Environmental Studies program. During AY 2014-15, an NKU workgroup consisting of students and faculty from ENV, SOC, and ART produced a number of surveys to gauge the interest and need for transdisciplinary curriculum in the environmental science program. Individual surveys were created for students, employers and faculty. Results revealed that 90% of all student respondents said they would like to see a greater focus on transdisciplinary learning in their classes and 95% of students believe that transitioning to a transdisciplinary

approach that includes multiple disciplines and perspectives would help them reach their career goals. The B.A. in environmental science fulfills this demand for transdisciplinary learning. Lastly, from 2009 to 2016, students graduating from NKU with a B.S. environmental science degree have increased yearly from 2 to 11 with declared majors increasing from 35 to 58. Environmental studies minors have also increased from 10 to 22 over the same time period. While the B.A. in environmental science will impact these numbers, with the unique nature of this new degree, we expect the overall numbers of environmental science majors and minors to continue an upward trajectory.

**Clearly describe evidence of employer demand\***

The NKU workgroup mentioned above found from the employer survey results a demand for graduates with a transdisciplinary skillset including critical thinking, team work, and collaboration with diverse backgrounds (Fig. 1). This employer demand will be fulfilled by the transdisciplinary approach of the B.A. in environmental science.



**Figure 1. Survey results from employers and students ranking the top 5 necessary workplace skills.**

**Describe the types of jobs available for graduates, average wages for these jobs, and the number of anticipated openings for each type of jobs at the regional, state, and national levels\***

<b>Potential careers for a graduate with a B.A. in environmental science</b>	<b>Average Salary*</b>
Environmental advocate	\$35,000-\$63,000
Community health technician	\$36,000-\$54,000
Public relations specialist	\$38,000-\$61,000
Social/behavioral research assistant	\$33,000-\$46,000
Sustainability planner	\$36,000-\$62,000

\*Data acquired and consolidated from: [environmentalscience.org/careers/sustainability-and-green-jobs](http://environmentalscience.org/careers/sustainability-and-green-jobs), and [indeed.com/salary](http://indeed.com/salary)

Not required per Idna Corbett: number of anticipated openings for each type of job at the regional, state, and national levels.

**Clearly describe all evidence justifying a new program based on changes in the academic discipline or other academic reasons\***

From a national perspective, studies have shown that future graduates will be faced with complex social-ecological challenges, and will need both critical thinking skills and a transdisciplinary perspective from which they can process such challenges. Through our degree tracks, students will participate in evidence-based education practices including inquiry-based learning and authentic experiences, which have both been shown to improve student learning and engagement (Brudiers and Wiek 2010). A

transdisciplinary-minded student will integrate the knowledge and methods of multiple disciplines and recognize the importance of such collaborations when working towards solutions of complex-problems (Griffiths 2004, Record et al. 2010). Lastly, the green job market is booming around the world, including environmental twists on old professions like journalism, and the creation of many new careers like sustainability manager (Wingfield 2007). For example, the total number of Chief Sustainability Officers in the U.S. grew 24% from 2014 to 2015 (Weinreb 2015).

**If the proposed program is an advanced practice doctorate explain the new practice or licensure requirements in the profession and/or requirements by specialized accrediting agencies that necessitate a new doctoral program**

**Does the proposed program differ from existing programs?\***  Yes  No

**If yes, please explain** No other BA in Environmental Science exist at Kentucky Universities

**Does the proposed program serve a different student population from existing programs?\***  Yes  No

**If yes, please**



**explain**

Not required per Idna Corbett

**Is access to existing programs limited?\***  Yes  No

**If yes, please explain**

Not required per Idna Corbett

**Is there excess demand for existing similar programs?\***  Yes  No

**If yes, please explain**

Not required per Idna Corbett

**Will there be collaboration between the proposed program and existing**  Yes  No

**programs?\***

**If yes, please explain the collaborative arrangements with existing programs**

Not required.

**If no, please explain why there is no proposed collaboration with existing programs**

**Will this program require additional resources?\***  Yes  No

**If yes, provide a brief summary of additional resources that will be needed to implement this program over the next five years**

No. We have designed the program to utilize existing courses, faculty, and staff at NKU. We will not need additional space, equipment, or personnel to run this program.

**Will this program impact existing programs and/or organizational units within your institution?\***  Yes  No

**If yes, please describe the**

No. There will not be negative impact to existing programs. All department

**impact** chairs and instructors of courses in the required core curriculum have been notified and are enthusiastic about their role in the new program. As enrollment numbers increase, course adjustments will be made with the existing resources at NKU.

**Describe program evaluation procedures for the proposed program\***

The program will be evaluated via three different avenues: (1) program SLOs, (2) student exit surveys, and (3) teaching effectiveness. The four program SLOs will be evaluated in all core curriculum ENV courses. Data will be collected every time a course is offered, and data for each SLO will be analyzed once every four years on a rotating basis. We will use our exit survey requested from each graduating major to acquire direct student feedback on our program. The exit survey includes questions about the student's perception of program strengths and weaknesses, knowledge/ability gained in a variety of transdisciplinary competencies, and questions regarding satisfaction with the program. Lastly, teaching effectiveness will be evaluated using student and peer evaluations along with self-reflections and annual performance reviews.

**Which components will be evaluated?\***

Core ENV courses will be evaluated – As the instructors of these courses, we have control over the assessment efforts.

**When will the components be evaluated?\***

Once rubrics are developed for each SLO, one SLO will be evaluated per academic year on a rotation.

**When will the data be collected?\***

Once rubrics are developed for each SLO, data will be collected each time a core course is taught. But the data will be analyzed and re-evaluated on a rotating schedule (each SLO will be analyzed and re-evaluated every 4 years)

**How will the data be collected?\***

Data will be collected by the instructor using artifacts from the students during each core course offering.

**What will be the benchmarks and/or targets to be achieved?\***

Mastery of transdisciplinary skills will be evidenced by employing the synthesis category of our SLOs (i.e., K, A, S = knowledge/comprehension, application/analysis, synthesis/evaluation).

**What individuals or groups will be responsible for data collection?\***

ENV core course faculty

**How will the data and findings be shared with faculty?\***

Reports will be shared and discussed with all ENV faculty

**How will the data be used for making programmatic improvements?\***

Data will be evaluated and assessment results will be used to adapt the program and SLOs to the needs of the students.

Faculty have determined the current status (K, A, S) for the courses they teach. *Our current curriculum map:*

Student Learning Outcomes for the B.A. in Environmental Science	Core ENV Content					
	ENV 110	ENV 115	ENV 291W	ENV 308	ENV 396	ENV 494
Analyze complex environmental problems from a transdisciplinary perspective	K	A	A	S	S	S
Critically evaluate information from a variety of sources	K	A	S	A	K	S
Use a transdisciplinary understanding of environment to communicate in multiple ways to multiple sources	K	K	A	S	A	S
Collaborate effectively using transdisciplinary perspectives in environmental problem solving	K	K	K	A	A	S

K = knowledge/comprehension; A = application/analysis; S = synthesis/evaluation

We will begin with assessment of SLO 4 in fall 2017 by developing rubrics and collecting data. We will then move on to our next SLO to evaluate in fall 2018.

**What are the measures of teaching effectiveness?\***

The B.A. in environmental science will measure teaching effectiveness using the following techniques: semesterly student course evaluations, peer teaching evaluations, self-teaching reflections, and the annual performance review with the department chair.

**What efforts to improve teaching effectiveness will be pursued based on these measures?\***

Instructors teaching courses in the B.A. in Environmental Science have the following opportunities for professional teaching development at NKU: Teaching Effectiveness and Enhancement (TEEC) workshops, the annual Meet, Greet, Grab an Idea workshop, and the CINSAM STEM-learning community. Within the environmental science program we will include peer-mentoring/shadowing.

**What are the plans to evaluate students' post-graduate success?\***

We will collect information on graduate program attendance and employment in related fields from graduating students and alumni with a B.A. in Environmental Science through our program's graduation exit survey, using our existing Program's Blackboard page, which serves as an email listserve, and we have created a program Facebook page for the entire Environmental Science Program to better keep in touch with alumni.

**Attached**  I have attached a SACS Faculty Roster Form.

**Attached\***  I have attached course lists by curricular headings.

**Attached**  I have attached a Projected Student Demand Estimate.

**Attached**  I have attached a Funding Sources Table.

**Attached**  I have attached a Breakdown of Budget Expenses/ Requirements Table.

**RECOMMENDATION:**

That Emerita status for the following individual receives Board of Regents approval:

**Carole Ziegler**, business manager for the College of Education and Human Services, effective May, 2017.

Mini Vita To Follow

**BACKGROUND:**

The staff member recommended for Emerita status has received the endorsement of the dean, the provost and the president.

## MINI VITA

**Name:** Carole Ziegler

**Title:** Business Officer, College of Education & Human Services

**Employment duration:** August 1, 2000 – May 19, 2017

**Experience:** Staff Congress, Member, 12 years  
Staff Congress Policy Committee, Former Chair  
Benevolent Committee, Member, 5 years  
Staff, Administration and Faculty for Equity Committee (SAFE), Former Treasurer  
COEHS IDC Committee, Member  
Northern Kentucky Education Council, Planning Committee Member  
Emergency Shelter of NKY, Volunteer  
Flying Pig Marathon, Volunteer

**Awards:** 2012 Regents Distinguished Service Award Winner

**Quotes:** “She is a strong advocate for ensuring all staff have opportunities to learn and grow as demonstrated through her efforts to provide staff mentoring and to create COEHS staff professional development days.”  
“Carole Ziegler embodies the saying that there is truly something special about NKU. She is truly one of our very special and talented leaders and she will be greatly missed.”



**RECOMMENDATION:**

Propose that the Board of Regents authorize the Senior Vice President for Administration and Finance to write off student account bad debts totaling \$269,486.26.

**BACKGROUND:**

Student Account Services is seeking authorization to write off the accounts receivable balances for 124 students that have been deemed uncollectible. The accounts being written off include 111 international students admitted into undergraduate or graduate programs or the American English Language Program (AELP) and 12 students who participated in the School Based Scholars Program. The table below provides a listing of the outstanding charges on the student accounts. Although the accounts receivable balance will be written off in the SAP system, all existing financial and registration holds on each student record will remain active to prevent any future registration or release of academic transcripts until payment is made in full.

Student Account Services continuously monitors student receivables to ensure effective receivable management practices are in place. Student Accounts Services attempted to contact the students via phone, email and written correspondence to collect the balance due. When all attempts to make contact are unsuccessful, any international student with valid domestic addresses on file is then sent to regional debt collection agencies. After six months at regional collection agencies, all accounts with unsuccessful attempts to contact the students are then returned to NKU as uncollectable accounts. Upon return, student accounts are normally referred to the Kentucky Department of Revenue, however, the Department of Revenue will not accept any delinquent account for collection that does not have a federally assigned ID (SSN, TIN, ITIN or ATIN). Student Account Services also attempted to collect the balances due from the School Based Scholars students. NKU does not send these students, many of which are minors, to collection agencies to avoid the legal issues associated with collecting debts incurred by a minor and the public relations issues associated with the collection of the relatively small account balances due. Although the account balances will be written off in SAP, the financial holds will remain on the accounts must be addressed if/when the student may attempt to register in the future.

Type of Charge	Amount
Account Maintenance Fee	\$ 17,432.93
AELP Tuition	69,385.36
Undergraduate Tuition	137,903.45
Graduate Tuition	4,706.00
School Based Scholars Tuition	1,402.01
International Insurance	15,250.13
Housing	14,748.88
Meals	2,715.10
Campus Rec Fee	1,515.77
Non-Resident Alien tax	1,439.20
Payment Plan Enrollment Fee	1,600.00
Pre Enrollment Fees	693.43
Financial Aid Repayment	694.00
Total	\$ 269,486.26

**RECOMMENDATION:**

That the Board of Regents adopt the 2018-2024 Capital Plan.

**BACKGROUND:**

The biennial budget process is divided into two distinct parts, (1) the biennial capital budget; and, (2) the biennial operating budget. The capital budget is preceded by the six-year capital planning process. The NKU Capital Plan is a six year plan, consisting of projects to be requested in the 2018-2020 Capital Budget Request and those projects anticipated for inclusion in the 2020-2022 and the 2022-2024 Capital Budget Requests.

KRS 7A.010-170, passed by the General Assembly in 1990, requires all state agencies to submit six year capital plans. The purpose of this planning is to enable the legislature to understand the comprehensive capital needs of the state and to coordinate requests for space from state agencies.

The capital plan includes:

- All construction projects with a scope of \$1,000,000 or more for all three biennia.
- For 2018-2020, information technology projects with a scope of \$1,000,000 or more.
- For 2018-2020, equipment projects with a scope of \$200,000 or more.

The priorities outlined in the 2018-2024 Capital Plan for the 2018-2020 biennium will become the university's 2018-2020 Biennial Capital Budget Request. The top priority project is expansion of the Herrmann Science Center, a project of about 115,000 gross square feet and a cost of \$92 million. Teaching and research labs in the basic sciences are used at maximum levels; additional labs are essential to support growth in the health science and STEM fields.

Other priorities include repair of the structural floor heaving in Landrum and Fine Arts; renovation of the former Highland Heights Civic Center; renovation of the second and third floors of the Albright Health Center; and various projects related to critical maintenance and upgrade of campus facilities.

Projects and priorities in the plan were heavily influenced by the Campus Master Plan, CPE's VFA Facility Condition and Space Adequacy reports, and the most pressing space needs of the university. This plan addresses capital renewal issues in nearly every existing campus building.

Only projects listed in 2018-2020 with state general funds as the funding source are prioritized. For each biennium, a separate priority listing is prepared for those projects listing agency (NKU) bonds as the desired fund source. All other projects do not receive a priority ranking in the plan.

Project titles and cost estimates may be adjusted prior to final plan and final capital budget submission. The capital plan can be amended and updated as necessary until mid-September.

The Capital Plan Overview, Capital Plan Project List, the Agency Bond priority list, and a Summary of Projects are attached.

## Northern Kentucky University 2018-2024 CAPITAL PLAN

### PLAN OVERVIEW

Regions that thrive in today's world economy are anchored by high-performing universities that nurture talent in their classrooms and laboratories and then apply that knowledge to advance regional economic and social progress. Challenged by aspirational goals as defined by the Council on Postsecondary Education as well as the local region, Northern Kentucky University is situated in the productive Northern Kentucky region within the Greater Cincinnati metropolitan area. The university's goal to produce an educated, skilled citizenry prepared to creatively confront the problems of our generation requires resources, both physical and financial, and that represents the essence of the university's continuing challenge.

Preparation of this plan was informed by the university's 2009 Master Plan Update; the VFA Facility Condition and Space Adequacy Study; the Council on Postsecondary Education's 2020 strategic plan goals; and the NKU 2013 Strategic Plan. The VFA reports states, "The condition of facilities (at) NKU is generally consistent with the age and construction methods of the facilities...many major system renewals (are) due...and as would be expected, many systems are at the end (or beyond the end) of their expected useful life." The report also states, "The project team recommends CPE and NKU address all three needs (condition, adequacy and capacity) with blended investments to address them simultaneously..."

The related priorities of recruitment, retention and graduation pervade all institutional strategic objectives. The opening of the Health Innovation Center in 2018 will result in enrollment growth in the important science, health and STEM fields. The creation of the UK College of Medicine at NKU will further enhance the appeal of undergraduate STEM at NKU. These new degree and program offerings and related enrollment growth will result in a shortage of science labs to support these programs; this growth cannot be supported with existing labs, which are currently utilized at maximum levels.

NKU's top priority project is expansion of the Herrmann Science Center, a project of about 115,000 gross square feet. The university's other top priorities include a range of critical capital renewal projects.

Agency bond authorization is requested for several key projects in 2018-2020, including the "Renovate Residence Halls 2018-2020", "Reconstruct West Side Parking" and "Acquire Land/Master Plan".

Status of current projects: the Construct Health Innovation Center/Old Science (Founders Hall) renovation project is progressing well and will be occupied in late spring, 2018. The new federal/state funded North Connector Road is being constructed by KYTC along the west side of campus, opening an exciting new entry to our compact campus. We will begin a phased project to reconstruct the parking along the west side of campus, which is adjacent to the new road. The P3 project that we have underway, to develop the 12-acre site at Nunn Drive & US 27 and to develop new beds and perform capital renewal of the university's existing residence halls, is making good progress.

As we look ahead to 2018-2024, priorities in this plan illustrate the institution's multi-faceted commitment to our region: to our students, who demand academic excellence; and, to our community, which demands well-educated graduates able to contribute to the economic and social progress of the region. We imagine a better world, and work to make it a reality. To do so requires physical resources currently lacking at the university. During the 2018-2020 biennium, NKU must gain approval for the critical projects in this plan.

**Northern Kentucky University  
Capital Plan Project List 2018-2024**

Priority	Project	Scope	2018-2020	2020-2022	2022-2024	Fund Source
----------	---------	-------	-----------	-----------	-----------	-------------

Note: Only projects proposed for State funding in **2018-2020** are prioritized in the Capital Plan.

1	Expand Herrmann Science Center	\$ 92,000,000	X			General Fund (State)
2	Repair Structural Heaving Landrum/Fine Arts	\$ 7,000,000	X			General Fund (State)
3	Renovate Civic Center Building	\$ 4,600,000	X			General Fund (State)
4	Renovate Albright Health Center Phase II	\$ 10,500,000	X			General Fund (State)
		\$ 6,000,000	X			Other Funds
5	Renovate Campbell Hall	\$ 6,000,000	X			General Fund (State)
6	Renew Nunn Hall	\$ 7,000,000	X			General Fund (State)
7	Replace Underground Gas Mains	\$ 2,500,000	X			General Fund (State)
8	Replace Underground Water Mains	\$ 2,400,000	X			General Fund (State)
9	Renew/Renovate Fine Arts Center Phase II	\$ 45,000,000	X			General Fund (State)
		\$ 5,000,000	X			Private Funds
10	Renew/Renovate Steely Library	\$ 37,000,000	X			General Fund (State)
11	Construct Chiller Plant	\$ 19,400,000	X			General Fund (State)
12	Renew E&G Buildings Systems Projects Pool	\$ 20,000,000	X			General Fund (State)
13	Upgrade Instructional Technology	\$ 3,500,000	X			General Fund (State)
14	Campus Telecommunications Upgrade	\$ 1,500,000	X			General Fund (State)
15	Next Generation Digital Campus	\$ 3,000,000	X			General Fund (State)
16	Enhance/Upgrade Cyber Security System	\$ 1,500,000	X			General Fund (State)
17	Upgrade Infrastructure for Admin Systems	\$ 2,000,000	X			General Fund (State)
18	Scientific/Technology Equipment Pool	\$ 5,000,000	X			General Fund (State)
TOTAL State Funded Projects 2018-2020		\$ 280,900,000				

**Northern Kentucky University  
Capital Plan Project List 2018-2024**

Priority	Project	Scope	2018-2020	2020-2022	2022-2024	Fund Source
----------	---------	-------	-----------	-----------	-----------	-------------

Projects that **DO NOT** get prioritized:

**New Construction and Major Expansion Projects**

	Construct Basketball Practice Facility	\$ 10,000,000	X			Private Funds
		\$ 6,000,000	X			Long-Term Financing
	Reconstruct West Side Parking	\$ 7,000,000	X			NKU Bonds
		\$ 7,000,000	X			Long-Term Financing
	Enhance Softball & Tennis Complex	\$ 6,500,000	X			Private Funds
	Renovate/Expand Baseball Field	\$ 6,000,000	X			Private Funds
	Construct/Acquire New Residence Hall 2020-2022	\$ 31,000,000		X		NKU Bonds
	Expand University Drive Parking Garage	\$ 17,000,000		X		NKU Bonds
	Renovate/Expand Business Academic Building	\$ 41,000,000		X		General Fund (State)
	Construct Indoor Track/Multipurpose Facility	\$ 15,000,000			X	Private Funds
	Expand Kenton Drive Parking Garage	\$ 20,900,000			X	NKU Bonds
	<b>TOTAL Non-State Funded New Construction 2018-2020</b>	<b>\$ 42,500,000</b>				
	<b>TOTAL New Construction 2020-2022</b>	<b>\$ 89,000,000</b>				
	<b>TOTAL New Construction 2022-2024</b>	<b>\$ 35,900,000</b>				

**Major Renovation, Deferred Maintenance and Refurbishing Projects**

	Guaranteed Energy Savings Performance Contracts	n/a	X			Long-Term Financing
	Renew Kenton Drive Garage	\$ 2,400,000	X			NKU Bonds
		\$ 2,400,000	X			Long-Term Financing
	Renovate Brown Building Reauth.	\$ 3,000,000	X			NKU Funds
		\$ 1,500,000	X			Private Funds
	Renovate Residence Halls 2018-2020	\$ 18,000,000	X			NKU Bonds
	Replace Soccer Stadium Turf	\$ 1,000,000	X			Private Funds
	Renew Administrative Center	\$ 45,000,000		X		General Fund (State)
	Renew/Renovate Landrum Hall	\$ 43,000,000		X		General Fund (State)
	Renew/Renovate MEP Center	\$ 43,000,000		X		General Fund (State)

**Northern Kentucky University  
Capital Plan Project List 2018-2024**

Priority	Project	Scope	2018-2020	2020-2022	2022-2024	Fund Source
	Renew University Center Phase III	\$ 14,000,000		X		General Fund (State)
	Renovate Residence Halls 2020-2022	\$ 2,500,000		X		NKU Funds
	Repair Structural Heaving Nunn & Bus. Academic Ctr	\$ 6,600,000		X		General Fund (State)
	Renew Old Power Plant	\$ 6,000,000			X	General Fund (State)
	Renew/Renovate Regents Hall	\$ 8,000,000			X	General Fund (State)
	Renovate Residence Halls 2022-2024	\$ 2,500,000			X	NKU Funds
	<b>TOTAL Renovation/Renewal/Refurbish 2018-2020</b>	<b>\$ 28,300,000</b>				
	<b>TOTAL Renovation/Renewal/Refurbish 2020-2022</b>	<b>\$ 154,100,000</b>				
	<b>TOTAL Renovation/Renewal/Refurbish 2022-2024</b>	<b>\$ 16,500,000</b>				
<b><u>Land and Building Acquisitions</u></b>						
	Acquire Land/Master Plan 2010-2012 - Add'l Reauth.	\$ 17,500,000	X			NKU Bonds
		\$ 4,000,000	X			NKU Funds
		\$ 4,000,000	X			Long-Term Financing
	Acquire Land/Master Plan 2020-2022	\$ 5,000,000		X		NKU Bonds
	Acquire Land/Master Plan 2022-2024	\$ 5,000,000			X	NKU Bonds
	<b>GRAND TOTAL 2018-2020</b>	<b>\$ 377,200,000</b>				
	<b>GRAND TOTAL 2020-2022</b>	<b>\$ 248,100,000</b>				
	<b>GRAND TOTAL 2022-2024</b>	<b>\$ 57,400,000</b>				



**Northern Kentucky University**  
**Capital Plan AGENCY BOND (NKU Bonds) Priorities 2018-2024**

Priority	Project	Scope	2018-2020	2020-2022	2022-2024	Fund Source
----------	---------	-------	-----------	-----------	-----------	-------------

Note: For projects with Agency Bonds (NKU Bonds) as the fund source, the Capital Plan requires the projects to be prioritized, by biennium.

1	Renovate Residence Halls 2018-2020	\$ 18,000,000	X			NKU Bonds
2	Renew Kenton Garage	\$ 2,400,000	X			NKU Bonds
3	Reconstruct West Side Parking	\$ 7,000,000	X			NKU Bonds
4	Acquire Land/Master Plan 2010-2012 Add'l Reauth.	\$ 17,500,000	X			NKU Bonds
		<b>\$ 44,900,000</b>				
1	Construct/Acquire New Residence Hall 2020-2022	\$ 31,000,000		X		NKU Bonds
2	Expand University Drive Parking Garage	\$ 17,000,000		X		NKU Bonds
3	Acquire Land/Master Plan 2020-2022	\$ 5,000,000		X		NKU Bonds
		<b>\$ 53,000,000</b>				
1	Expand Kenton Drive Parking Garage	\$ 20,900,000			X	NKU Bonds
2	Acquire Land/Master Plan 2022-2024	\$ 5,000,000			X	NKU Bonds
<b>SUBTOTAL</b>		<b>\$ 25,900,000</b>				
<b>GRAND TOTAL</b>		<b>\$ 123,800,000</b>				

**Northern Kentucky University  
2018-2024 Capital Plan**

**Summary**

**2018-2020 Capital Projects – Prioritized Projects**

Note: Only projects proposed for State funding in 2018-2020 are prioritized in the Capital Plan.

---

**Expand Herrmann Science Center** **Priority #1**

---

Funding Source: **General Fund** (State) Cost Estimate: **\$92,000,000**

The university has an urgent need for additional teaching and research labs for faculty and students in biology, chemistry, physics, geology and engineering technology. An 115,000 square foot addition to the 175,131 Herrmann Natural Science Center would be constructed. This building will also house NKU's Program of Distinction, CINSAM.

---

**Repair Structural Heaving Landrum/Fine Arts** **Priority #2**

---

Funding Source: **General Fund** (State) Cost Estimate: **\$7,000,000**

This project allows for the removal and replacement of the heaved slab-on-grade (or first floor) in an area of about 6,300 square feet in the west wing of Landrum Hall and an area of about 14,400 square feet in the Fine Arts Center. This is a life safety issue.

---

**Renovate Civic Center Building** **Priority #3**

---

Funding Source: **General Fund** (State) Cost Estimate: **\$4,600,000**

The university assumed ownership of the Highland Heights Civic Center on July 1, 2010 and renovations are essential. This 9.3 acre parcel is contiguous to campus and is visible from Nunn Drive. The 19,037 square foot building was constructed in the mid-1970's and will house university offices. This building is vacant; it cannot be occupied due to environmental and code compliance issues.

---

**Renovate Albright Health Center Phase II** **Priority #4**

---

Funding Source: **General Fund** (State) Cost Estimate: **\$10,500,000**  
**Other Funds** **\$6,000,000**

This project envisions renewal and renovation of about 48,000 square feet in the Albright Health Center for the UK College of Medicine at NKU and several health-related NKU programs. This space will become available for renovation due to the completion of the Health Innovation Center project in early 2018. With the recently renovated and expanded Campus Recreation Center within this building, the Health Center will become a center for wellness.

**2018-2020 Capital Projects – Prioritized Projects - CONTINUED**

**Renovate Campbell Hall**

**Priority #5**

Funding Source: **General Fund** (State) Cost Estimate: **\$6,000,000**

This project will provide for renovation and modernization of Campbell Hall, a 46,915 square foot building located at the northern edge of NKU’s Highland Heights campus. The university purchased the building from Gateway Community College in 2016. Building systems need renewal and parts of the building are unusable until renovations are accomplished.

**Renew Nunn Hall**

**Priority #6**

Funding Source: **General Fund** (State) Cost Estimate: **\$7,000,000**

Nunn Hall was the first building on the new NKU campus in 1972, and is in need of critical capital renewal of building systems. Nunn Hall houses the Chase College of Law.

**Replace Underground Gas Mains**

**Priority #7**

Funding Source: **General Fund** (State) Cost Estimate: **\$2,500,000**

Aging steel underground gas mains are in critical need of replacement.

**Replace Underground Water Mains**

**Priority #8**

Funding Source: **General Fund** (State) Cost Estimate: **\$2,400,000**

About 3,000 lineal feet of underground water mains, which are undersized, require replacement. Upsizing will increase water pressure and eliminate life safety concerns.

**Renew/Renovate Fine Arts Center Phase II**

**Priority #9**

Funding Source: **General Fund** (State) Cost Estimate: **\$45,000,000**  
**Private Funds** **5,000,000**

This project encompasses renovations to the Fine Arts Center, a 159,000 square foot academic building, and includes capital renewal of building finishes, systems, HVAC and electrical systems, elevators, fire alarm, etc. This project also includes funds to address heaving of the slab-on-grade on the Corbett Theater stage and adjacent areas.

**Renew/Renovate Steely Library**

**Priority #10**

Funding Source: **General Fund** (State) Cost Estimate: **\$37,000,000**

This project will renew various systems and infrastructure in the 141,000 square foot Steely Library, including HVAC and electrical issues as well as funding to create a Learning Commons environment within the building. This project also includes funds to address the heaving of the slab-on-grade on the first floor.

**2018-2020 Capital Projects – Prioritized Projects - CONTINUED**

**Construct Chiller Plant**

**Priority #11**

Funding Source: **General Fund** (State)

Cost Estimate: **\$19,400,000**

A new Chiller Plant of about 10,000 square feet is needed to provide additional cooling capacity for future buildings. The existing steam and chilled water plant has adequate steam capacity, but the plant has reached maximum chilled water production capability. This project includes installation of chilled water distribution lines to connect to the campus loop.

**Renew E&G Buildings Systems Projects Pool**

**Priority #12**

Funding Source: **General Fund** (State)

Cost Estimate: **\$20,000,000**

This project pool provides the ability to implement much-needed improvements, upgrades and capital renewal investments in the university's educational and general buildings.

**Upgrade Instructional Technology**

**Priority #13**

Funding Source: **General Fund** (State)

Cost Estimate: **\$3,500,000**

The project includes numerous hardware and software technology upgrades designed to help improve the delivery of instruction.

**Campus Telecommunications Upgrade**

**Priority #14**

Funding Source: **General Fund** (State)

Cost Estimate: **\$1,500,000**

A new IP based solution is needed to replace the university's phone switch, providing an integrated internet-based telecommunications strategy for the campus. This project includes other enhancements designed to increase efficiency and safety while reducing operating expenses.

**Next Generation Digital Campus**

**Priority #15**

Funding Source: **General Fund** (State)

Cost Estimate: **\$3,000,000**

This project upgrades campus infrastructure to provide a high bandwidth backbone between and within academic buildings, to facilitate classroom learning and research.

**Enhance/Upgrade Cyber Security System**

**Priority #16**

Funding Source: **General Fund** (State)

Cost Estimate: **\$1,500,000**

Enhance the University's cyber security systems to help prevent, detect and quickly resolve cyber-attacks and IT threats.

**Capital Projects – Prioritized Projects - Continued**

**Upgrade Infrastructure for Administrative Systems**

**Priority #17**

Funding Source: **General Fund** (State)

Cost Estimate: **\$2,000,000**

The University's administrative system must be upgraded to utilize the newest core hardware and database technology to improve overall performance, accessibility and ease of system use.

**Scientific/Technology Equipment Pool**

**Priority #18**

Funding Source: **General Fund** (State)

Cost Estimate: **\$5,000,000**

This equipment pool includes scientific/technology equipment to support instruction and research in the basic sciences.

**NEW CONSTRUCTION AND MAJOR EXPANSION PROJECTS**

**Capital Projects – Non-Prioritized Projects**

**Construct Basketball Practice Facility**

**2018-2020**

Funding Source: **Private Funds**

Cost Estimate: **\$10,000,000**

**Other/Long-Term Financing**

**6,000,000**

The 34,660 square foot Basketball Practice facility is intended to provide a quality practice and training facility for the men's and women's basketball programs. It will be located on a site near the BB&T Arena. Project financing pursuant to KRS 45.763 is requested.

**Reconstruct West Side Parking**

**2018-2020**

Funding Source: **NKU Bonds**

Cost Estimate: **\$7,000,000**

**Other/Long-Term Financing**

**7,000,000**

This project allows for renovation/construction of parking areas on the west side of Kenton Drive, between Kenton and the new Connector Road. Upon completion of the new Connector in late 2017, this area becomes a new entry to campus and renovation/upgrades are necessary. It is envisioned that parking lot expansion may also occur in other areas of campus. Project financing pursuant to KRS 45.763 is requested.

**Enhance Softball & Tennis Complex**

**2018-2020**

Funding Source: **Private Funds**

Cost Estimate: **\$6,500,000**

The university's softball field and tennis complex, which are adjacent, would be enhanced with additional seating; a small building of about 10,200 square feet with public restrooms, concession area and indoor practice facilities; and, field lighting to allow evening use. Upgrading the field would also allow the university to host KHSAA district, regional and sectional, as well as state competitions.

**Capital Projects – Non-Prioritized Projects - Continued**

---

**Renovate/Expand Baseball Field**

**2018-2020**

Funding Source: **Private Funds**

Cost Estimate: **\$6,000,000**

Upgrades to the existing baseball facility will better position it to accommodate competitive baseball games. Improvements include expanded spectator seating, ADA upgrades, press box, concession area and lighting.

---

**Construct/Acquire New Residence Hall 2020-2022**

**2020-2022**

Funding Source: **NKU Bonds**

Cost Estimate: **\$31,000,000**

A new 300 bed residence hall of about 105,000 square feet will be needed to provide additional on-campus housing opportunities. A new building may be constructed or an existing facility may be purchased and renovated. On-campus housing enriches the collegiate experience, positively impacting student retention and graduation goals.

---

**Expand University Drive Parking Garage**

**2020-2022**

Funding Source: **NKU Bonds**

Cost Estimate: **\$17,000,000**

The University Drive Garage, constructed in 2000, would be expanded with an addition of up to 550 cars in 192,500 gross square feet. Construction of proposed new academic buildings outlined in this Plan will eliminate several existing surface parking lots and construction of the federally funded Connector Road along the west edge of campus eliminated about 940 surface lot spaces.

---

**Renovate/Expand Business Academic Building**

**2020-2022**

Funding Source: **General Fund (State)**

Cost Estimate: **\$41,000,000**

This project involves the renovation of the 110,693 square foot Business Academic Center including capital renewal of building systems and repair of structural floor heaving in a 4,000 square foot area of the first floor. A building expansion of about 20,000 square feet and renovation of areas of the first floor currently occupied by engineering technology are also included.

---

**Construct Indoor Track/Multipurpose Facility**

**2022-2024**

Funding Source: **Private Funds**

Cost Estimate: **\$15,000,000**

This 95,000 square foot facility will provide an indoor track and much needed indoor practice space for the university's athletic teams.

**Capital Projects – Non-Prioritized Projects - Continued**

**Expand Kenton Drive Garage**

**2022-2024**

Funding Source: **NKU Bonds**

Cost Estimate: **\$20,900,000**

The Kenton Drive Garage, constructed in 2004, would be expanded with an addition of about 665 cars in 223,000 gross square feet. Construction of proposed new academic buildings outlined in this Plan will eliminate several existing surface parking lots and construction of the federally funded Connector Road along the west edge of campus eliminated about 940 surface lot spaces.

**MAJOR RENOVATION, DEFERRED MAINT. AND REFURBISHING PROJECTS**

**Guaranteed Energy Savings Performance Contracts**

**2018-2020**

Funding Source: **Other/Long-Term Financing**

Cost Estimate: **n/a**

The Guaranteed Energy Performance Projects Pool serves as a central project pool for Guaranteed Energy Savings Performance Contracts in any university-owned building. These contracts will function as a lease-purchase procurement, using energy savings as payments for improvements, as provided by KRS 56.770 to 56.784.

**Renew Kenton Garage**

**2018-2020**

Funding Source: **NKU Bonds**

Cost Estimate: **\$2,400,000**

**Other/Long-Term Financing**

**2,400,000**

The Kenton Drive Garage, constructed in 2004, is in need of capital renewal, including deck repair and waterproofing and painting of steel railings and structural components.

**Renovate Brown Building Reauthorization**

**2018-2020**

Funding Source: **NKU Funds**

Cost Estimate: **\$3,000,000**

**Private Funds**

**1,500,000**

The Brown Building is a small, 8,586 square foot building that is in need of total renovation. It is vacant; it cannot be occupied due to environmental and code compliance issues. It will be renovated to create much needed office space.

**Renovate Residence Halls 2018-2020**

**2018-2020**

Funding Source: **NKU Bonds**

Cost Estimate: **\$18,000,000**

This project includes various improvements, upgrades and capital renewal projects that need to be accomplished in the university's residence hall facilities.

**Capital Projects – Non-Prioritized Projects - Continued**

---

**Replace Soccer Stadium Turf** **2018-2020**

---

Funding Source: **Private Funds** Cost Estimate: **\$1,000,000**

The Soccer Stadium was constructed in 2010. The artificial turf surface of the soccer field is in need of replacement.

---

**Renew Administrative Center** **2020-2022**

---

Funding Source: **General Fund (State)** Cost Estimate: **\$45,000,000**

This project will renew and renovate the Lucas Administrative Center, including upgrade of mechanical, electrical and other systems.

---

**Renew/Renovate Landrum Hall** **2020-2022**

---

Funding Source: **General Fund (State)** Cost Estimate: **\$43,000,000**

This project to renew and renovate Landrum Hall, a 100,500 square foot academic building, includes capital renewal to systems and building infrastructure, as recommended by the VFA report, including a new HVAC system. Landrum is the most heavily used of NKU's classroom buildings. This project also includes funds to address the heaving of the slab-on-grade on the first floor of the building's west wing.

---

**Renew/Renovate MEP Center** **2020-2022**

---

Funding Source: **General Fund (State)** Cost Estimate: **\$43,000,000**

The project to renew and renovate the Mathematics Education Psychology (MEP) Center, a 128,000 square foot academic building, includes capital renewal to systems and building infrastructure, as recommended by the VFA report, including a new HVAC system. The project also includes funding to accomplish limited architectural renovations to this building.

---

**Renew University Center Phase III** **2020-2022**

---

Funding Source: **General Fund (State)** Cost Estimate: **\$14,000,000**

The project to complete renewal of the University Center, a 102,720 square foot student services building, includes capital renewal to systems and building infrastructure, as recommended by the VFA report, which were not completed in 2012-2013.

---

**Renovate Residence Halls 2020-2022** **2020-2022**

---

Funding Source: **NKU Funds** Cost Estimate: **\$2,500,000**

This project includes various improvements, upgrades and capital renewal projects that need to be accomplished in the university's residence hall facilities.



**Capital Projects – Non-Prioritized Projects - Continued**

---

**Repair Structural Heaving Nunn & Business Academic Center**

**2020-2022**

Funding Source: **General Fund** (State)

Cost Estimate: **\$6,600,000**

This project provides for removal and replacement of the heaved slab-on-grade (or first floor) in a 15,000 square foot area in Nunn Hall and a 4,000 square foot area in the Business Academic Center. This is a life safety issue.

---

**Renew Old Power Plant**

**2022-2024**

Funding Source: **General Fund** (State)

Cost Estimate: **\$6,000,000**

This project includes capital renewal and renovation of 20,600 square feet of former boiler/chiller space in the old power plant. The space currently houses the university's building services department. Because the space was a boiler/chiller plant, the HVAC system is inadequate.

---

**Renew/Renovate Regents Hall**

**2022-2024**

Funding Source: **General Fund** (State)

Cost Estimate: **\$8,000,000**

This 28,726 square feet building was occupied in 1973. This project includes capital renewal and renovation of this facility.

---

**Renovate Residence Halls 2022-2024**

**2022-2024**

Funding Source: **NKU Funds**

Cost Estimate: **\$2,500,000**

This project includes various improvements, upgrades and capital renewal projects that need to be accomplished in the university's residence hall facilities.

**LAND AND BUILDING ACQUISITIONS**

---

**Acquire Land/Master Plan 2018-2020 – Add'l Reauthorization**

**2018-2020**

Funding Source: **NKU Bonds**

Cost Estimate: **\$17,500,000**

**NKU Funds**

**4,000,000**

**Other/Long Term Financing**

**4,000,000**

This project will allow the university to take advantage of real property acquisition opportunities during the 2018-2020 biennium to support educational programs and campus development. Land acquisition is critical to the future development of the university; the 2009 Master Plan recommends the purchase of 290 acres. This project includes acquisition of a campus ministry building located in the center of campus.

**Capital Projects – Non-Prioritized Projects - Continued**

**Acquire Land/Master Plan 2020-2022**

**2020-2022**

Funding Source: **NKU Bonds**

Cost Estimate: **\$5,000,000**

This project will allow the university to take advantage of real property acquisition opportunities during the 2020-2022 biennium to support educational programs and campus development. Land acquisition is critical to the future development of the university. The 2009 Master Plan recommends the purchase of 290 acres.

**Acquire Land/Master Plan 2022-2024**

**2022-2024**

Funding Source: **NKU Bonds**

Cost Estimate: **\$5,000,000**

The purpose of this project is to allow the university to take advantage of real property acquisition opportunities during the 2022-2024 biennium to support educational programs and campus development. Land acquisition is critical to the future development of the university. The 2009 Master Plan recommends the purchase of 290 acres.

**RECOMMENDATION:**

That the Board of Regents approves the tuition and mandatory fee rates for the 2017-18 academic year at the rates proposed in the Authorized Schedule of Tuition (attached). The President will submit tuition rates for the 2017-18 academic year to the Council on Postsecondary Education (CPE) for approval at the June 16, 2017 CPE meeting.

**SUMMARY**

**Undergraduate**

The rate increase for resident students is \$15 (4.0%) per credit hour and \$180 per semester for full-time students. The increase for nonresident students is \$30 (4.0%) per credit hour and \$360 per semester for full-time students.

**Graduate**

The per credit hour rate increase is \$28 (5.04%) for resident students, \$34 (5.08%) for Ohio/Indiana students, and \$43 (5.03%) for nonresident students.

To remain competitive with area colleges, the College of Education's Master of Education and the College of Business graduate programs will remain at the FY 2016-17 approved rates.

**Chase Law**

The rate increase for resident students is \$34 (4.78%) per credit hour and \$442 per semester for full-time students. The increase for nonresident students is \$55 (4.78%) per credit hour and \$715 per semester for full-time students.

**Campus Recreation Fee**

The Campus Recreation Fee of \$16 per credit hour up to a maximum of \$192 per semester will remain unchanged.

**BACKGROUND:**

CPE has the statutory authority to set tuition rates and mandatory fees for Northern Kentucky University in accordance with KRS 164.020. CPE approved a rate cap of 4% on resident undergraduates at the March 31, 2017 council meeting.

The anticipated CPE rate cap and proposed tuition rates were reviewed with the Student Government Association at their March 27, 2017 meeting.

CPE's policy for nonresident student tuition and fees requires institutions to charge a tuition and fee rate to nonresident students that generates revenue sufficient to cover 100 percent of their direct instructional and student services costs.

CPE policy allows institutions to set graduate, law, and doctorate tuition at market competitive rates.

**NORTHERN KENTUCKY UNIVERSITY**  
**Schedule of Tuition & Mandatory Fees**

	<b>Tuition 2016-17 Rate</b>	<b>Tuition 2017-18 Rate</b>	<b>\$ Increase 2017-18</b>	<b>% Increase 2017-18</b>
<b><u>UNDERGRADUATE</u></b>				
<b>CREDIT HOUR</b>				
Resident	\$375	\$390	\$15	4.00%
Metro (returning)	\$567	\$590	\$23	4.06%
Nonresident	\$750	\$780	\$30	4.00%
Online	\$410	\$426	\$16	3.90%
RN-BSN Online Partner Rate (Note 1)	New	\$330	New	New
Pace	\$400	\$415	\$15	3.75%
School Based Scholars per course (Note 2)	\$230	\$156	-\$74	-32.17%
<b>FULL-TIME 12-16 Hours (Semester)</b>				
Resident	\$4,500	\$4,680	\$180	4.00%
Metro (returning)	\$6,804	\$7,080	\$276	4.06%
Nonresident	\$9,000	\$9,360	\$360	4.00%
RN-BSN Online Partner Program Rate (Note 1)	New	\$9,900	New	New
<b><u>GRADUATE AND DOCTORATE</u></b>				
<b>GRADUATE</b>				
Resident	\$556	\$584	\$28	5.04%
Ohio/Indiana	\$669	\$703	\$34	5.08%
Nonresident	\$855	\$898	\$43	5.03%
SNU Computer Science Program (Note 3)	New	\$700	New	New
Online	\$596	\$624	\$28	4.70%
<b>EDUCATION DOCTORATE</b>				
Resident	\$656	\$684	\$28	4.27%
Ohio/Indiana	\$769	\$803	\$34	4.42%
Nonresident	\$955	\$998	\$43	4.50%
<b>BUSINESS GRADUATE</b>				
Resident	\$627	\$627	\$0	0.00%
Ohio/Indiana	\$737	\$737	\$0	0.00%
Nonresident	\$1,022	\$1,022	\$0	0.00%
ELOC (Note 4)	\$34,950	\$34,950	\$0	0.00%
<b>OTHER GRADUATE</b>				
Master of Education (online)	\$518	\$518	\$0	0.00%
Doctor of Nursing Practice (DNP)	\$623	\$648	\$25	4.01%
Master of Science in Nursing (MSN)	\$597	\$621	\$24	4.02%
College of Health Prof Norton	\$465	\$465	\$0	0.00%
St. Elizabeth RN-BSN	\$400	\$400	\$0	0.00%
Children's Hospital Grad	\$718	\$718	\$0	0.00%
St. Elizabeth MSN	\$545	\$545	\$0	0.00%
Mercy Health Online - GR	\$635	\$635	\$0	0.00%
<b><u>LAW</u></b>				
<b>CREDIT HOUR</b>				
Resident	\$711	\$745	\$34	4.78%
Nonresident	\$1,150	\$1,205	\$55	4.78%
<b>SEMESTER (13-16 credit hours)</b>				
Resident	\$9,243	\$9,685	\$442	4.78%
Nonresident	\$14,950	\$15,665	\$715	4.78%
LLM (Note 5)	\$28,950	\$28,950	\$0	0.00%
<b><u>MANDATORY FEES</u></b>				
CAMPUS RECREATION FEE (Note 6)	\$16	\$16	\$0	0.00%

Note 1: Rate for students enrolled through Academic Partnerships agreement.

Note 2: Rate for high school students taking an NKU college course. FY2017-18 rate is the ceiling set by the Kentucky Higher Education Assistance Authority to participate in Dual Credit Scholarship program.

Note 3: Agreement with Sichuan Normal University in China. Chinese students complete Master's Degree in Computer Science at NKU.

Note 4: Two-year Cohort tuition rate; includes \$7,000 for an international trip.

Note 5: LLM (master in law for international students) is a one year program.

Note 6: Per Credit Hour with a Maximum at 12 hours - \$192 per semester.

**RECOMMENDATION:**

That the Board of Regents approves the attached Schedule of Fees and Service Charges for the 2017-18 academic year.

**BACKGROUND:**

The proposed changes in housing, dining, parking, and course fees were reviewed by the Student Government Association at their March 27, 2017 meeting.

**Housing Fees:** Housing is managed as a self-supporting auxiliary unit. Details for housing fees are provided below.

<b><u>Building</u></b>	<b><u>Room Type</u></b>	<b><u>Students per Unit</u></b>	<b><u>Semester Rate 2016-2017</u></b>	<b><u>Proposed Semester Rate 2017-2018</u></b>	<b><u>Dollar Increase</u></b>	<b><u>Percent Increase 2017-2018</u></b>
Norse Hall	Double	2	\$2,350	\$2,425	\$75	3.19%
Norse Hall	Efficiency	1	\$3,600	\$3,675	\$75	2.08%
University Suites	Suite; 2 bedrooms	4	\$2,815	\$2,875	\$60	2.13%
University Suites	Suite; 4 bedrooms	4	\$3,200	\$3,250	\$50	1.56%
Woodcrest	Apartment; 1 bedroom	2	\$3,025	\$3,100	\$75	2.48%
Woodcrest	Apartment; 3 bedrooms	3	\$3,250	\$3,350	\$100	3.08%
Woodcrest	Apartment; efficiency	1	\$3,600	\$3,675	\$75	2.08%
Northern Terrace	Quad with kitchen	4	\$3,265	\$3,315	\$50	1.53%
Callahan Hall	Double; half bathroom(s)	2	\$2,325	\$2,400	\$75	3.23%
Callahan Hall	Double; half bathroom(p)	2	\$2,620	\$2,650	\$30	1.15%
Callahan Hall	Double; full bathroom (s)	2	\$2,680	\$2,725	\$45	1.68%
Callahan Hall	Double; full bathroom(p)	2	\$2,990	\$3,000	\$10	0.33%
KY/Commonwealth	Double	2	\$2,000	\$2,075	\$75	3.75%
KY/Commonwealth	Single	1	\$2,730	\$2,805	\$75	2.75%
Per Student						
(p) standard						
(s) premium						

**Dining Fees:** Dining Services is managed as a self-supporting auxiliary unit. Percent increases are based on the projected "CPI Food Away From Home" index. Dining increases proposed for 2017-18 range from 2.7% – 2.9%. Details for dining fees are provided below.

**MEAL PLANS –  
Per Semester**

	<b>Current Rates</b>	<b>Proposed Rates</b>	<b>Dollar Increase</b>	<b>Percent Increase</b>
Unlimited Plus \$100 Flex Dollars	\$1,875	\$1,925	\$50	2.7%
Plan15 Plus \$100 Flex Dollars	\$1,720	\$1,770	\$50	2.9%
Plan 15 Plus \$100 Flex + Takeout Option	New	\$1,825	New	New
75 Block Plus \$575 Flex Dollars	\$1,795	\$1,845	\$50	2.8%
100 Block Plus \$425 Flex Dollars	\$1,795	\$1,845	\$50	2.8%
125 Block Plus \$325 Flex Dollars	\$1,795	\$1,845	\$50	2.8%
150 Block Plus \$175 Flex Dollars	\$1,795	\$1,845	\$50	2.8%

**Parking Fees:** Parking Services is managed as a self-supporting auxiliary unit. The proposed rates reflect the following increases:

	<b>Current Rates</b>	<b>Proposed Rates</b>	<b>Dollar Increase</b>	<b>Percent Increase</b>
Full Time Student per year	\$227	\$240	\$13	5.7%
Full Time Student per semester	\$135	\$140	\$5	3.7%
Summer Only	\$51	\$55	\$4	7.8%
Full Time Faculty and Staff per year	\$355	\$370	\$15	4.2%
Part Time Staff per year	\$180	\$185	\$5	2.8%
Part Time Faculty per year	\$27	\$29	\$2	7.4%
Reserved Parking per year	\$760	\$790	\$30	4.0%

**Course Fees:** Course fees include charges to students to participate in the instructional activities of selected courses including: the cost of providing course materials to be consumed, retained or used by the student; the special costs associated with use of University-owned tools, musical instruments, or other equipment including charges for breakage; or the cost of other materials or services necessary to provide a special supplemental educational experience of direct benefit to the student. A complete listing of all course fees, including new, revised, and eliminated fees is attached.

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>AUXILIARY SERVICE FEES</b>			
<b>Callahan Hall Per Semester</b>			
Double Occupancy with Full Bath Premium	\$2,990.00	\$10.00	\$3,000.00
Double Occupancy with Full Bath Standard	\$2,680.00	\$45.00	\$2,725.00
Single Occupancy with Full Bath Standard	\$3,450.00		\$3,450.00
Double Occupancy with Half Bath Premium	\$2,620.00	\$30.00	\$2,650.00
Double Occupancy with Half Bath Standard	\$2,325.00	\$75.00	\$2,400.00
Single Occupancy with Half Bath Premium	\$3,375.00		\$3,375.00
Triple Occupancy with Full Bath	\$1,945.00		\$1,945.00
Triple Occupancy with Half Bath	\$1,680.00		\$1,680.00
Four Person Suite with Full Bath	\$2,600.00		\$2,600.00
Apartment (four person)	\$2,850.00		\$2,850.00
<b>Summer Housing (per week)</b>			
Double Occupancy with Full Bath Premium (as private)	\$200.00		\$200.00
Double Occupancy with Full Bath Premium (as private)	\$175.00		\$175.00
Double Occupancy with Full Bath Premium	\$130.00		\$130.00
Double Occupancy with Full Bath Standard	\$110.00		\$110.00
Four Person Suite with Full Bath	\$100.00		\$100.00
<b>Kentucky/Commonwealth Halls Per Semester</b>			
Room Rental, Double Occupancy (per student)	\$2,000.00	\$75.00	\$2,075.00
Room Rental, Single Occupancy (per student)	\$2,730.00	\$75.00	\$2,805.00
<b>Holiday/Spring Break Housing (daily rate)</b>			
Double Occupancy	\$14.00		\$14.00
Single Occupancy	\$23.00		\$23.00
<b>Summer Housing (per week)</b>			
Double Occupancy	\$100.00		\$100.00
Single Occupancy	\$160.00		\$160.00
<b>Full Summer (13 weeks)</b>			
Double Occupancy	\$833.00		\$833.00
Single Occupancy	\$1,373.00		\$1,373.00
<b>Meal Plan Rates Per Semester</b>			
Ultimate Plus \$100 Flex Dollars	\$1,875.00	\$50.00	\$1,925.00
15 Weekly Meals Plus \$100 Flex	\$1,720.00	\$50.00	\$1,770.00
15 Weekly Meals Plus \$100 Flex + Takeout Option		New	\$1,825.00
75 Block Plus \$575 Flex Dollars	\$1,795.00	\$50.00	\$1,845.00
100 Block Plus \$425 Flex Dollars	\$1,795.00	\$50.00	\$1,845.00
Block 125 Plus \$325 Flex Dollars	\$1,795.00	\$50.00	\$1,845.00
Block 150 Plus \$175 Flex Dollars	\$1,795.00	\$50.00	\$1,845.00
<b>Norse Hall Per Semester</b>			
Room Rental, Double Occupancy (per student)	\$2,350.00	\$75.00	\$2,425.00
Room Rental, Single Occupancy (per student)	\$3,203.00		\$3,203.00
Efficiency (1 student per unit)	\$3,600.00	\$75.00	\$3,675.00
<b>Holiday/Spring Break Housing (daily rate)</b>			
Double Occupancy	\$16.00		\$16.00
Single Occupancy	\$27.00		\$27.00
<b>Summer Housing (per week)</b>			
Four Per Apartment (per week)	\$110.00		\$110.00
Double Occupancy	\$85.00		\$85.00
Single Occupancy	\$140.00		\$140.00
<b>Full Summer (13 weeks)</b>			
Double Occupancy	\$1,260.00		\$1,260.00
Single Occupancy	\$2,079.00		\$2,079.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Woodcrest Per Semester</b>			
Efficiency (1 student per unit)	\$3,600.00	\$75.00	\$3,675.00
One Bedroom (per semester, 1 student per unit)	\$4,013.00		\$4,013.00
One Bedroom, per student (2 students per unit)	\$3,025.00	\$75.00	\$3,100.00
Three Bedroom, per student (3 students per unit)	\$3,250.00	\$100.00	\$3,350.00
Apartment or Studio Suite (nightly rate)	\$40.00		\$40.00
<b>Holiday/Spring Break Housing</b>			
<b>Efficiency</b>			
Per Day	\$33.00		\$33.00
Per Week	\$161.00		\$161.00
<b>One Bedroom (1 student per unit)</b>			
Per Day	\$43.00		\$43.00
Per Week	\$214.00		\$214.00
<b>One Bedroom (2 students per unit)</b>			
Per Day	\$26.00		\$26.00
Per Week	\$129.00		\$129.00
<b>Three Bedroom (3 students per unit)</b>			
Per Day	\$26.00		\$26.00
Per Week	\$132.00		\$132.00
<b>Summer Housing</b>			
<b>Efficiency (1 student per unit)</b>			
Per Week	\$193.00		\$193.00
Full Summer (13 weeks)	\$1,766.00		\$1,766.00
<b>One Bedroom, Private (1 student per unit)</b>			
Per Week	\$214.00		\$214.00
Full Summer (13 weeks)	\$2,363.00		\$2,363.00
<b>One Bedroom, per student (2 students per unit)</b>			
Per Week	\$129.00		\$129.00
Full Summer (13 weeks)	\$1,423.00		\$1,423.00
<b>One Bedroom, per student (3 students per unit)</b>			
Per Week	\$78.00		\$78.00
Full Summer (13 weeks)	\$853.00		\$853.00
<b>Three Bedroom, per student (3 students per unit)</b>			
Per Week	\$163.00		\$163.00
Full Summer (13 weeks)	\$1,460.00		\$1,460.00
<b>University Suites</b>			
<b>Two Bedroom - Per Semester</b>			
2 Students per bedroom	\$2,815.00	\$60.00	\$2,875.00
1 Student per bedroom	\$3,637.00		\$3,637.00
Four Bedroom - Per Semester (1 student per bedroom)	\$3,200.00	\$50.00	\$3,250.00
<b>Northern Terrace</b>			
Quad (4 student per unit)	\$3,000.00		\$3,000.00
Quad With Kitchen (4 students per unit)	\$3,265.00	\$50.00	\$3,315.00
<b>Housing Fees (General)</b>			
Damage Assessment (based on assessment of damage to property)	Varies		Varies
Linen Packets Charge ("Dorm in a Box")	\$80 - \$120		\$80 - \$120
Conference & Guest Fee ( <i>per person, per night</i> ) <i>With a variety of living units and services available in each unit, conference and guest fees will be determined by type of unit and options chosen. Each type of unit will have a minimum charge per bed, per night.</i>	\$9.50-\$50		\$9.50-\$50
Landline Phone Charge (per semester)	\$60.00		\$60.00



**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Late Fee</b>			
Weekly Rentals	\$5.00		\$5.00
Monthly Rentals	\$15.00		\$15.00
Semester Rentals	\$30.00		\$30.00
<b>Fines</b>			
<b>Improper Disposal of Trash</b>			
First Violation	\$25.00		\$25.00
Additional Violations ( <i>per violation</i> )	\$50.00		\$50.00
<b>Improper Check-out Charge</b>	\$200.00		\$200.00
<b>Unauthorized Holdover Fee (per day)</b>	\$150.00		\$150.00
<b>Lock Outs</b>			
First Violation	No Charge		No Charge
Second Violation	\$5.00		\$5.00
Third Violation	\$10.00		\$10.00
Fourth Violation	\$20.00		\$20.00
Fifth Violation	\$40.00		\$40.00
Additional Violations ( <i>per violation</i> )	\$80.00		\$80.00
<b>Lock Change Due to Lost Keys</b>			
Cost of core replacement and new key cost depending on lock and labor cost	\$20 to \$100		\$20 to \$100
<b>Failure to Complete Disciplinary Action</b>			
First Violation	\$20.00		\$20.00
Additional Violations ( <i>per violation</i> )	\$50.00		\$50.00
<b>Pet Policy Violation</b>			
First Violation ( <i>per day until pet is removed</i> )	\$50.00		\$50.00
Additional Violations ( <i>per day until pet is removed</i> )	\$100.00		\$100.00
<b>Drug and Alcohol Violation</b>			
First Violation	\$50.00		\$50.00
Second Violation	\$100.00		\$100.00
Additional Violations ( <i>per violation</i> )	\$200.00		\$200.00
<b>Facility Rental</b>			
<b>Norse Commons Facility Rental (Nonprofit Group)</b>			
Meeting Room - Full Day	\$40.00		\$40.00
Meeting Room - Half Day	\$25.00		\$25.00
Recreation Room - Full Day	\$100.00		\$100.00
Recreation Room - Half Day	\$50.00		\$50.00
Cafeteria - Full Day	\$150.00		\$150.00
Cafeteria - Half Day	\$75.00		\$75.00
Lobby & Misc. Rooms - Full Day	\$40.00		\$40.00
Lobby & Misc. Rooms - Half Day	\$25.00		\$25.00
<b>Norse Commons Facility Rental (Profit Group)</b>			
Meeting Room - Full Day	\$70.00		\$70.00
Meeting Room - Half Day	\$35.00		\$35.00
Recreation Room - Full Day	\$150.00		\$150.00
Recreation Room - Half Day	\$75.00		\$75.00
Cafeteria - Full Day	\$200.00		\$200.00
Cafeteria - Half Day	\$100.00		\$100.00
Lobby & Misc. Rooms - Full Day	\$70.00		\$70.00
Lobby & Misc. Rooms - Half Day	\$35.00		\$35.00
<b>Residential Leases = \$Market Rent/monthly</b>	\$Market Rent/mo.		\$Market Rent/mo.
<b>Late Penalty (in accordance with residential lease)</b>	\$50/mo.		\$50/mo.
<b>Pet Fee</b>	\$200.00		\$200.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Media Equipment Rental</b>			
TV/VCR and/or DVD (Analog TV's & VCR phased out)	\$40.00		\$40.00
Podium with microphone per day	\$50.00		\$50.00
LCD Data/Video Projector	\$200.00		\$200.00
Boom Box	\$20.00		\$20.00
35 mm Slide Projector	\$50.00		\$50.00
6', 8' or 12' Projection Screen	\$15-\$50		\$15-\$50
Laptop Windows Computer	\$150.00		\$150.00
Videoconferencing per hour	\$50.00		\$50.00
Satellite Teleconferencing	\$75.00		\$75.00
Consumer Camcorder and Tripod per day	\$75.00		\$75.00
Professional Camera Package*	\$175.00		\$175.00
Media Technicians (2 hr minimum) (\$18/hr ea. Additional hr)	\$45 (2/hrs.)		\$45 (2/hrs.)
*Rental will require a Media Technician			
Microphone - Wired/Wireless	\$40 - \$60		\$40 - \$60
<b>Parking Fees</b>			
Faculty and Staff (full-time) (per year)	\$355.00	\$15.00	\$370.00
Staff (part-time) (per year)	\$180.00	\$5.00	\$185.00
Reserved Parking (per year)	\$760.00	\$30.00	\$790.00
Students (full-time and part-time) (per year)	\$227.00	\$13.00	\$240.00
Student (semester)	\$135.00	\$5.00	\$140.00
Callahan Student (per year)	\$134.00		\$134.00
Callahan Student (semester)	\$67.00		\$67.00
Faculty Part-Time (semester)	\$27.00	\$2.00	\$29.00
Summer Students	\$51.00	\$4.00	\$55.00
Vendor Permit (daily or weekly access) (per semester)	\$55.00	\$5.00	\$60.00
Vendor Construction (per month)	\$60.00	\$15.00	\$75.00
Frequent Visitor Parking Permit (Music Prep)	\$30.00	\$2.00	\$32.00
Campus Recreation Center (CRC)	\$30.00	\$2.00	\$32.00
Dual Admit Student	\$120.00		\$120.00
UK/MSW Permit (semester)	\$120.00		\$120.00
On-Campus Departmental Parking Valadations	\$5.00		\$5.00
Conference Parking	\$5.00	\$1.00	\$6.00
University Sponsored Events (Academics)	\$5.00		\$5.00
Conference Parking Services ( Lots)	\$600.00		\$600.00
Garage Fees	\$2.00 to \$8.00		\$2.00 to \$8.00
Athletic Events	\$5.00		\$5.00
BB&T Arena Events (small/large)	\$5.00 or \$10.00		\$5.00 or \$10.00
Replacement Fee for Lost Permit	\$25.00		\$25.00
Temporary Permit Fee	\$1.00		\$1.00
Parking Violation Assessment, each violation	\$37.50 - \$52.50		\$37.50 - \$52.50
Parking Violation-Handicapped, each violation	\$115.00		\$115.00
Parked in a Reserved Space	\$80.00		\$80.00
Citation Violation-Reproduced/Altered Permit	\$210.00		\$210.00
Vehicle Immobilizer Fine	\$55.00		\$55.00
Improper Driving	\$50.00		\$50.00
Late Citation Fee	\$12.50		\$12.50
Returned Check Fee	\$45.00		\$45.00
Filing Fee for a Denied Parking Appeal	\$2.50		\$2.50
Parked in Aisle	\$40.00		\$40.00
Parked in Fire Lane	\$55.00		\$55.00
Stolen Permit	\$100.00		\$100.00
Citation Violation-Failure to Pay Garage Fee	\$5 plus garage fee		\$5 plus garage fee
Citation Violation - Unauthorized Use of Permit	\$50.00		\$50.00
Citation Violation - Unauthorized Removal of Wheel Lock Device	\$225.00		\$225.00
Citation Violation - Vehicle Utilizing Two Stalls	\$35.00		\$35.00
Citation Violation - Other	\$35.00		\$35.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Event Buy-Out of Lots:</b>			
0 - 50 Vehicles	\$120.00	\$30.00	\$150.00
51 - 100 Vehicles	\$195.00	\$55.00	\$250.00
101 - 200 Vehicles	\$275.00	\$50.00	\$325.00
201 - 250 Vehicles	\$350.00	\$75.00	\$425.00
251 - 300 Vehicles	\$400.00	\$75.00	\$475.00
301 - 350 Vehicles	\$450.00	\$75.00	\$525.00
Over 350 Vehicles	\$525.00	\$75.00	\$600.00
Conference Parking Services (Lots) (All)	\$600.00	\$100.00	\$700.00
<b>Airport (CVG) Fee to Pickup Passengers</b>			
Mini Bus (26 Passengers)	\$50.00		\$50.00
<b>Vehicle Chargeback Rates</b>			
Pickup Truck - Minimum Charge	\$50.00		\$50.00
Pickup Truck (per mile)	\$0.80		\$0.80
Box Truck - Minimum Charge	\$60.00		\$60.00
Box Truck (per mile)	\$1.00		\$1.00
Mini Bus - Minimum Charge (26 Passenger)	\$100.00		\$100.00
Mini Bus (per mile)	\$2.50		\$2.50
Mini Bus - Driver & Expenses (hourly)	\$22.65		\$22.65
<b>EARLY CHILDHOOD CENTER</b>			
<b>Child Care Fees</b>			
Materials Fee ( per semester)	\$25.00		\$25.00
Registration Fee (first-time enrollee)	\$50.00		\$50.00
Event Fee	Varies		Varies
<b>Full-time Student Weekly Rates</b>			
Child Care for 2 Full Days a Week	\$75.00		\$75.00
Child Care for 3 Full Days a Week	\$110.00		\$110.00
Child Care for 5 Full Days a Week	\$185.00		\$185.00
Child Care for 2 Half Days a Week	\$50.00		\$50.00
Child Care for 3 Half Days a Week	\$75.00		\$75.00
Child Care for 5 Half Days a Week	\$130.00		\$130.00
<b>Part-time Student Rates</b>			
Child Care for 2 Full Days a Week	\$80.00		\$80.00
Child Care for 3 Full Days a Week	\$115.00		\$115.00
Child Care for 5 Full Days a Week	\$195.00		\$195.00
Child Care for 2 Half Days a Week	\$55.00		\$55.00
Child Care for 3 Half Days a Week	\$80.00		\$80.00
Child Care for 5 Half Days a Week	\$140.00		\$140.00
<b>Faculty/Staff Weekly Rates</b>			
Child Care for 2 Full Days a Week	\$90.00		\$90.00
Child Care for 3 Full Days a Week	\$135.00		\$135.00
Child Care for 5 Full Days a Week	\$225.00		\$225.00
Child Care for 2 Half Days a Week	\$65.00		\$65.00
Child Care for 3 Half Days a Week	\$100.00		\$100.00
Child Care for 5 Half Days a Week	\$165.00		\$165.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Community Weekly Rates</b>			
Child Care for 2 Full Days a Week	\$100.00		\$100.00
Child Care for 3 Full Days a Week	\$150.00		\$150.00
Child Care for 5 Full Days a Week	\$250.00		\$250.00
Child Care for 2 Half Days a Week	\$80.00		\$80.00
Child Care for 3 Half Days a Week	\$115.00		\$115.00
Child Care for 5 Half Days a Week	\$190.00		\$190.00
Summer - School-Age Daily Rate	\$30.00		\$30.00
<b>ASSESSMENTS</b>			
Charges for Direct Materials (i.e., posters, buttons, etc.) are assessed based upon material cost. Students receive a discount.	Varies		Varies
Return Check Assessment	\$30.00		\$30.00
Lost Key Fee	\$10 - \$50		\$10 - \$50
Lost Key Fee - Contractors	\$10 - \$1,000		\$10 - \$1,000
Lock Change Due to Lost Keys (per lock)	\$30 - \$100		\$30 - \$100
<b>CAMPUS RECREATION CENTER</b>			
Annual memberships effective 365 days from the date of purchase. Fees will no longer be prorated.			
<b>Alumni</b>			
Family	\$396.00		\$396.00
Individual	\$276.00		\$276.00
Supplemental	\$366.00		\$366.00
<b>Faculty/Staff &amp; Retirees</b>			
Family	\$312.00		\$312.00
Individual	No Charge		No Charge
Retirees	\$120.00		\$120.00
Supplemental	\$260.00		\$260.00
<b>Community</b>			
Family	\$815.00		\$815.00
Individual	\$495.00		\$495.00
Supplemental	\$695.00		\$695.00
Guest (per day)	\$7.00		\$7.00
<b>Students (per semester)</b>			
Family (Fall/Spring)	\$40.00		\$40.00
Individual	No Charge		No Charge
Spouse or dependent, (Fall/Spring) (only one hour required)	\$30.00		\$30.00
<b>Group Fitness Pass</b>			
Faculty/Staff/CRC Member (8 wk session)	\$30.00		\$30.00
Student (8 week session)	\$20.00		\$20.00
Family (summer semester)	\$40.00		\$40.00
Individual (summer semester)	\$48.00		\$48.00
Individual and Spouse (summer semester)	\$30.00		\$30.00
Students - Consortium & UK only (individual only) (per semester)	\$40.00		\$40.00
<i>Available only for a semester (Fall, Spring or Summer) in which student is enrolled in class delivered at NKU. Not subject to proration.</i>			

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
Miscellaneous Retail Items	Varies		Varies
Replacement Membership Card	\$5.00		\$5.00
Alumni Intramural Participation Fee	\$45 per sport		\$45 per sport
Intramural Team Registration Fee			
Major Sport Team (basketball, flag football, soccer & softball)	\$25 per team		\$25 per team
Minor Sport Team (3-on-3 basketball, volleyball, dodge ball, sand volleyball)	\$10 per team		\$10 per team
Team Forfeit Deposit (Student Fee)	\$15.00		\$15.00
Instructional/Adventure Program	\$5 - \$500		\$5 - \$500
Outdoor Equipment Daily Rental (for Adventure Program)	\$2 - \$30		\$2 - \$30
Private Swim Lessons (Member) (6 half hour sessions)	\$100.00		\$100.00
Private Swim Lessons (Non-Member) (6 half hour sessions)	\$150.00		\$150.00
One Private Lesson (Member) (half hour)	\$20.00		\$20.00
Group Swim Lessons (Member) (2 1/2 hours)	\$50.00		\$50.00
Group Swim Lessons (Non Member) (2 1/2 hours)	\$100.00		\$100.00
Specialized Fitness Instruction Staff/Alumni	\$15 - \$400		\$15 - \$400
Specialized Fitness Instruction Student	\$5 - \$100		\$5 - \$100
Personal Training/Fitness Assessment Faculty/Staff/Member	\$30 - \$40		\$30 - \$40
Personal Training/Fitness Assessment Student	\$20 - \$30		\$20 - \$30
L Shaped Locker (Non Student) (per year)	\$45.00		\$45.00
L Shaped Locker (Student) (per semester)	\$15.00		\$15.00
Full Locker (Non Student) (per year)	\$60.00		\$60.00
Student Locker Room			
Faculty/Staff/ or CRC Member 1/2 locker (per year)	\$40.00		\$40.00
CRC Member, full locker (per year)	\$50.00		\$50.00
Students, 1/2 locker (per semester)	\$10.00		\$10.00
Students, full locker (per semester)	\$20.00		\$20.00
Per Day	\$0.50		\$0.50
Faculty/Staff Locker Room (\$5 deposit required for towel and locker rental)	\$50.00		\$50.00
Racquetball Racket (per use)	\$0.50		\$0.50
Towel Rental (per day)	\$1.00		\$1.00
Small Multi-Purpose Room	\$40.00		\$40.00
Per Hour + Out-of-Pocket Expenses*			
Medium Multi-Purpose Room	\$50.00		\$50.00
Per Hour + Out-of-Pocket Expenses*			
Large Multi-Purpose Room	\$60.00		\$60.00
Per Hour + Out-of-Pocket Expenses*			

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
Bouldering Wall	\$50.00		\$50.00
Auxiliary Gym	\$60.00		\$60.00
Basketball Court	\$50.00		\$50.00
Intramural softball/soccer fields <i>Per Hour, Per Field</i>	\$40-\$150		\$40-\$150
One Basketball Court, One Tennis Court, One Volleyball Court, or Four Badminton Courts <i>Per Hour + Out-of-Pocket Expenses*</i>	\$50.00		\$50.00
Racquetball Court <i>{Per Hour/Per Court + Out of Pocket Expenses*</i>	\$30.00		\$30.00
MAC Court (Multipurpose Activity Court) <i>Per Hour + Out-of-Pocket Expenses*</i>	\$80.00		\$80.00
Running Track <i>Per Hour + Out-of-Pocket Expenses*</i>	\$80.00		\$80.00
Sauna <i>Per Hour + Out-of-Pocket Expenses*</i>	\$30.00		\$30.00
Hot Tub <i>Per Hour + Out-of-Pocket Expenses*</i>	\$30.00		\$30.00
Aquatic Center <i>Per Hour + Out-of-Pocket Expenses*</i>	\$380.00		\$380.00
Water Climbing Wall <i>Per Hour + Out-of-Pocket Expenses*</i>	\$30.00		\$30.00
Swimming Pool <i>Per Hour + Out-of-Pocket Expenses*</i>	\$200.00		\$200.00
Shallow Water Area <i>Per Hour + Out-of-Pocket Expenses*</i>	\$60.00		\$60.00
1/2 Diving Well/One Swimming Lane <i>Per Hour + Out-of-Pocket Expenses*</i>	\$30.00		\$30.00
Outdoor Basketball or Volleyball Courts <i>Per Court, Per hour + Out-of-Pocket Expenses*</i>	\$40.00		\$40.00
Weight Training Room <i>Per Court, Per hour + Out-of-Pocket Expenses*</i>	\$200.00		\$200.00

*\*Out-of-Pocket Expenses are defined as actual cost of personnel and equipment necessary for setup, clean-up, and supervision of the facility utilized.*

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>INTERCOLLEGIATE ATHLETICS</b>			
<b>Advertising</b>			
Game Programs	Varies, Ranges From \$150-\$800		Varies, Ranges From \$150-\$800
Signage <i>Varying rates will be charged for signage in Regents Hall, baseball and soccer fields, and tennis courts. The VP for Student Affairs will provide an approved listing of fees to the Office of Planning, Policy &amp; Budget annually.</i>	Varies, Ranges From \$400-\$8,000		Varies, Ranges From \$400-\$8,000
Sponsorships  <i>Sponsorships shall be solicited from the community for certain tournaments, events and/or athletic promotions. Rates are to be approved by the Vice President for Student Affairs.</i>	Varies \$800 & Up		Varies \$800 & Up
Sports Camps  Fees vary and are dependent on sport and cost of programming. Fees require prior approval of the VP for Student Affairs	Varies		Varies
<b>Rental of Facilities - Intercollegiate Athletics</b>			
<b>Aker Baseball Complex</b>			
K-12 Educational/Scholastic Rate (per game)		New	\$100.00
One Game	\$150.00	\$50.00	\$200.00
Multi-Day Rental (per game)		\$175.00	\$175.00
<b>Grein Softball Field</b>			
K-12 Educational/Scholastic Rate (per game)		New	\$75.00
One Game	\$100.00	\$50.00	\$150.00
Multi-Day Rental (per game)		\$125.00	\$125.00
<b>NKU Soccer Field</b>			
K-12 Educational/Scholastic Rate (per game)		New	\$175.00
Multi-Day Rental (per game)		\$200.00	\$200.00
<b>Yeager Tennis Complex</b>			
K-12 Educational/Scholastic Rate (per court)		New	\$10.00
Yeager Tennis Complex Rental Fee (per hour) (per court)	\$10.00	\$10.00	\$20.00
<b>Regents Hall</b>			
K-12 Educational/Scholastic Rate (per game)		New	\$50.00
Regents Hall Facility Rental (per hour)	\$100.00		\$100.00
Administrator Fee - Facility Rentals	\$20.00	\$10.00	\$30.00
<b>Conference Management</b>			
Conference Management - Deposit	25% of total projected		25% of total projected
Conference Management - Lost Business Opportunity	up to 50% of total projected		up to 50% of total projected
Conference Management - Late Payment Fee	1 % to 10% of total due		1 % to 10% of total due
Conference Registration Fee (per group/per event)	\$55.00	\$2.00	\$57.00
Conference Room Rental Charge (per night/per person)	\$1.50	\$0.50	\$2.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Conference Management-Summer Conference Late Info Fee</b>	1 to 2% of the final invoice		1 to 2% of the final invoice
<b>Guests (Sponsored Conferences - NKU)</b>			
Per Guest, per day	\$4.00		\$4.00
Per Guest, per week	\$20.00		\$20.00
<b>Electrician Usage Fee</b>	\$23-\$34/hour		\$23-\$34/hour
<b>Set-up Fee</b>			
Chair	\$0.25 /each		\$0.25 /each
Round Tables	\$1.50/each		\$1.50/each
All Other Tables	\$1.00/each		\$1.00/each
Stage (small/large)	\$50-\$100		\$50-\$100
<b>Equipment Rental</b>			
TV/VCR	\$40.00		\$40.00
DJ Equipment	\$100.00		\$100.00
Podium with microphone (per day)	\$20.00		\$20.00
<b>Food Service Up-Charge (per person, per meal, per day)</b>	\$0.50		\$0.50
<b>Rental of Facilities</b>			
Outdoor Space	Varies		Varies
<b>Conference Administration Fee (per night/per person)</b>	\$1.50	\$0.50	\$2.00
<b>Smart Classrooms - Commercial (per day)</b>	\$162.00	\$5.00	\$167.00
<b>Smart Classrooms - Non Profit (per day)</b>	\$79.00	\$2.00	\$81.00
<b>Auditoriums - Commercial (per day) (excludes MEP 200)</b>	\$231.00	\$7.00	\$238.00
<b>Auditoriums - Non-Profit (per day) (excludes MEP 200)</b>	\$162.00	\$5.00	\$167.00
<b>MEP 200 - Commercial (per day)</b>	\$446.50	\$13.50	\$460.00
<b>MEP 200 - Non-Profit (per day)</b>	\$325.50	\$9.50	\$335.00
<b>Fine Arts &amp; Greaves Concert Hall - Commercial (per day)</b>			
All Classrooms	\$85.00		\$85.00
Concert Hall	\$160/hr, max of \$800 a day		\$160/hr, max of \$800 a day
<b>Fine Arts &amp; Greaves Concert Hall - Non-Profit Groups (per day)</b>			
All Classrooms	\$25.00		\$25.00
Concert Hall	\$80/hr, max of \$400 a day		\$80/hr, max of \$400 a day
<b>Fine Arts Choir Room (FA378) - Commercial</b>	\$50/hr, max of \$300 a day		\$50/hr, max of \$300 a day
<b>Fine Arts Choir Room (FA378) - Non-Profit</b>	\$25/hr, max of \$125 a day		\$25/hr, max of \$125 a day
<b>Fine Arts Practice Room - Commercial</b>	\$15/hr, max of \$90 a day		\$15/hr, max of \$90 a day
<b>Fine Arts Practice Room - Non-Profit</b>	\$10/hr, max of \$50 a day		\$10/hr, max of \$50 a day



**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
Band Room (FA126) - Commercial	\$50/hr, max of \$300 a day		\$50/hr, max of \$300 a day
Band Room (FA126) - Non-Profit	\$25/hr, max of \$125 a day		\$25/hr, max of \$125 a day
Regents Hall	\$125/hr, \$500 per 1/2 day, \$1,000 per day + out of pocket expenses		\$125/hr, \$500 per 1/2 day, \$1,000 per day + out of pocket expenses
Regents Hall - High School Graduation	\$1,650.00		\$1,650.00
Gallery Commission Fee/Donation, Charged to Outside Artist	20% of sale price		20% of sale price
<b><u>Rental of Video Conferencing Facilities</u></b>			
<b>Commercial</b>			
Setup	\$30.00		\$30.00
Facility (per hour)	\$100.00		\$100.00
Facility (per day)	\$500.00		\$500.00
Technicians (\$35 for first 2 hours, \$15 per hour thereafter)	\$35.00		\$35.00
<b>Non-Profit</b>			
Setup	\$15.00		\$15.00
Facility (per hour)	\$50.00		\$50.00
Facility (per day)	\$250.00		\$250.00
Technicians (\$35 for first 2 hours, \$15 per hour thereafter)	\$35.00		\$35.00
<b>GRIFFIN HALL</b>			
Digitorium Set-up Fee	\$125.00		\$125.00
<b>Commercial</b>			
Digitorium GH 201 - Full Day	\$1,400.00	\$600.00	\$2,000.00
Digitorium GH 201 - Half Day	\$1,000.00	\$250.00	\$1,250.00
Informatics Commons GH 200 - Full Day	\$500.00	\$500.00	\$1,000.00
Informatics Commons GH 200 - Half Day	\$300.00	\$300.00	\$600.00
Opera Boxes (each) - Full Day	\$100.00		\$100.00
Opera Boxes (each) - Half Day	\$50.00		\$50.00
<b>Flat Fee</b>			
Conference Room GH 470 or GH 570	\$130.00		\$130.00
Seminar Room GH 312, GH 316 or GH 318	\$130.00		\$130.00
Classrooms	\$130.00		\$130.00
Computer Labs	\$130.00		\$130.00
Specialized Labs	\$150.00		\$150.00
<b>Non-Profit Groups/Regional Stewardship</b>			
Digitorium GH 201 - Full Day	\$650.00	\$350.00	\$1,000.00
Digitorium GH 201 - Half Day	\$475.00	\$150.00	\$625.00
Informatics Commons GH 200 - Full Day	\$225.00	\$225.00	\$450.00
Informatics Commons GH 200 - Half Day	\$175.00	\$175.00	\$350.00
Opera Boxes (each) - Full Day	\$50.00		\$50.00
Opera Boxes (each) - Half Day	\$25.00		\$25.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>University Rate</b>			
Digitorium GH 201 - Full Day	\$650.00		\$650.00
Digitorium GH 201 - Half Day	\$475.00		\$475.00
Informatics Commons GH 200 - Full Day	\$225.00		\$225.00
Informatics Commons GH 200 - Half Day	\$175.00		\$175.00
Opera Boxes (each) - Full Day	\$50.00		\$50.00
Opera Boxes (each) - Half Day	\$25.00		\$25.00
<b>Flat Fee</b>			
Conference Room GH 470 or GH 570	\$85.00		\$85.00
Seminar Room GH 312, GH 316 or GH 318	\$85.00		\$85.00
Classrooms	\$85.00		\$85.00
Computer Labs	\$85.00		\$85.00
Specialized Labs	\$100.00		\$100.00
<b>Student Rates</b>			
Digitorium GH 201 - Full Day	\$275.00		\$275.00
Digitorium GH 201 - Half Day	\$225.00		\$225.00
Informatics Commons GH 200 - Full Day	\$125.00		\$125.00
Informatics Commons GH 200 - Half Day	\$75.00		\$75.00
Opera Boxes (each) - Full Day	\$30.00		\$30.00
Opera Boxes (each) - Half Day	\$15.00		\$15.00
<b>Flat Fee</b>			
Conference Room GH 470 or GH 570	\$45.00		\$45.00
Seminar Room GH 312, GH 316 or GH 318	\$45.00		\$45.00
Classroom (large) GH 240 or GH 250	\$45.00		\$45.00
Computer Labs	\$45.00		\$45.00
Specialized Labs	\$45.00		\$45.00
Griffin Hall Cleaning and Damage Fees	Varies		Varies
Griffin Hall Technical Support Service Chg (per hr) (per technician)	\$45.00	\$75.00	\$120.00
<b>UNIVERSITY CENTER</b>			
AV Tech Charge Student Union & University Center (2 hour minimum) (\$18/hr each additional hour)	\$45 (2/hrs)		\$45 (2/hrs)
<b>Commercial</b>			
Ballroom-Full Day	\$630.00	\$20.00	\$650.00
Ballroom-Half Day	\$525.00	\$20.00	\$545.00
Meeting Room 135	\$150.00	\$10.00	\$160.00
Meeting Room 204	\$125.00	\$5.00	\$130.00
Meeting Room 245	\$90.00	\$5.00	\$95.00
Meeting Room 250	\$90.00	\$5.00	\$95.00
Meeting Room 300	\$63.00		\$63.00
Meeting Room 335	\$63.00	\$17.00	\$80.00
Meeting Room 414	\$80.00		\$80.00
Theatre-Full Day	\$580.00	\$10.00	\$590.00
Theatre-Half Day	\$420.00	\$10.00	\$430.00
Entire Building-Full Day	\$1,365.00	\$135.00	\$1,500.00
Entire Building-Half Day (Half Day up to 4 hours/Full Day more than 4 hours)	\$1,000.00	\$200.00	\$1,200.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Non-Profit Groups/University Departments</b>			
Ballroom-Full Day	\$420.00	\$30.00	\$450.00
Ballroom-Half Day	\$315.00	\$30.00	\$345.00
Meeting Room 135	\$60.00	\$10.00	\$70.00
Meeting Room 204	\$75.00		\$75.00
Meeting Room 245	\$60.00	\$5.00	\$65.00
Meeting Room 250	\$60.00	\$5.00	\$65.00
Meeting Room 300	\$30.00		\$30.00
Meeting Room 335	\$30.00	\$15.00	\$45.00
Meeting Room 414	\$45.00		\$45.00
Theatre-Full Day	\$420.00	\$10.00	\$430.00
Theatre-Half Day	\$340.00	\$10.00	\$350.00
Entire Building-Full Day	\$1,000.00	\$100.00	\$1,100.00
Entire Building-Half Day	\$735.00	\$100.00	\$835.00
<b>Student Rates</b>			
Ballroom-Full Day	\$157.00		\$157.00
Ballroom-Half Day	\$105.00		\$105.00
Meeting Room 135	\$30.00		\$30.00
Meeting Room 204	\$50.00		\$50.00
Meeting Room 245	\$30.00		\$30.00
Meeting Room 250	\$30.00		\$30.00
Meeting Room 300	\$15.00		\$15.00
Meeting Room 335	\$15.00	\$9.00	\$24.00
Meeting Room 414	\$22.50	\$1.50	\$24.00
Theatre-Full Day	\$157.00		\$157.00
Theatre-Half Day	\$118.00		\$118.00
Entire Building-Full Day	\$445.00		\$445.00
Entire Building-Half Day	\$315.00		\$315.00
<b>STUDENT UNION</b>			
No Show	\$25.00		\$25.00
<b>Outdoor Space</b>			
Commercial	\$400.00		\$400.00
Non-Profit	\$250.00		\$250.00
Student	\$125.00		\$125.00
<b>Commercial</b>			
Ballroom ABC - Full Day	\$1,155.00	\$45.00	\$1,200.00
Ballroom ABC - Half Day	\$945.00	\$45.00	\$990.00
Ballroom A - Full Day	\$945.00	\$45.00	\$990.00
Ballroom A - Half Day	\$735.00	\$45.00	\$780.00
Ballroom B - Full Day	\$420.00	\$45.00	\$465.00
Ballroom B - Half Day	\$315.00	\$45.00	\$360.00
Ballroom C - Full Day	\$420.00	\$45.00	\$465.00
Ballroom C - Half Day	\$315.00	\$45.00	\$360.00
Ballroom B/C - Full Day	\$630.00	\$45.00	\$675.00
Ballroom B/C - Half Day	\$420.00	\$45.00	\$465.00
Governance Room	\$472.00		\$472.00
Meeting Room 105	\$90.00	\$5.00	\$95.00
Meeting Room 106	\$90.00	\$5.00	\$95.00
Meeting Room 108	\$130.00	\$5.00	\$135.00
Meeting Room 109	\$130.00	\$5.00	\$135.00
Meeting Room 302	\$105.00	\$5.00	\$110.00
Meeting Room 324	\$60.00		\$60.00
Multipurpose Room	\$472.00		\$472.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates		Approved Rates 2017-2018
	2016-2017	\$ Increase	
Entire Student Union - Full Day	\$2,310.00	\$50.00	\$2,360.00
Entire Student Union - Half Day	\$1,365.00	\$50.00	\$1,415.00
Lobby Tables	\$50.00		\$50.00
Staging (6 x 8 sections) (priced per section)	\$25.00	\$5.00	\$30.00
Wireless Presentation Clicker	\$15.00		\$15.00
Prefunction Space 100L	\$210.00		\$210.00
Game Room	\$210.00		\$210.00
Terrace Room 203	\$78.00		\$78.00
<b>Non-Profit Groups/University Rate</b>			
Ballroom ABC - Full Day	\$630.00	\$45.00	\$675.00
Ballroom ABC - Half Day	\$472.00	\$45.00	\$517.00
Ballroom A - Full Day	\$525.00	\$45.00	\$570.00
Ballroom A - Half Day	\$420.00	\$45.00	\$465.00
Ballroom B - Full Day	\$315.00	\$45.00	\$360.00
Ballroom B - Half Day	\$210.00	\$45.00	\$255.00
Ballroom C - Full Day	\$315.00	\$45.00	\$360.00
Ballroom C - Half Day	\$210.00	\$45.00	\$255.00
Ballroom B/C - Full Day	\$367.00	\$45.00	\$412.00
Ballroom B/C - Half Day	\$262.00	\$45.00	\$307.00
Governance Room	\$262.00	\$8.00	\$270.00
Meeting Room 105	\$47.00	\$3.00	\$50.00
Meeting Room 106	\$47.00	\$3.00	\$50.00
Meeting Room 108	\$73.00	\$2.00	\$75.00
Meeting Room 109	\$73.00	\$2.00	\$75.00
Meeting Room 302	\$73.00	\$2.00	\$75.00
Meeting Room 324	\$40.00	\$5.00	\$45.00
Multipurpose Room	\$262.00		\$262.00
Entire Student Union - Full Day	\$1,470.00	\$105.00	\$1,575.00
Entire Student Union - Half Day	\$840.00	\$105.00	\$945.00
Lobby Tables	\$25.00		\$25.00
Staging (6 x 8 sections) (priced per section)	\$25.00	\$5.00	\$30.00
Wireless Presentation Clicker	\$10.00		\$10.00
Prefunction Space 100L	\$105.00		\$105.00
Game Room	\$157.00		\$157.00
Terrace Room 203	\$52.00		\$52.00
<b>Student Rate</b>			
Ballroom ABC - Full Day	\$262.00		\$262.00
Ballroom ABC - Half Day	\$183.00		\$183.00
Ballroom A - Full Day	\$210.00		\$210.00
Ballroom A - Half Day	\$162.00		\$162.00
Ballroom B - Full Day	\$105.00		\$105.00
Ballroom B - Half Day	\$52.00		\$52.00
Ballroom C - Full Day	\$105.00		\$105.00
Ballroom C - Half Day	\$52.00		\$52.00
Ballroom B/C - Full Day	\$162.00		\$162.00
Ballroom B/C - Half Day	\$78.00		\$78.00
Governance Room	\$105.00		\$105.00
Meeting Room 105	\$24.00		\$24.00
Meeting Room 106	\$24.00		\$24.00
Meeting Room 108	\$47.00		\$47.00
Meeting Room 109	\$47.00		\$47.00
Meeting Room 302	\$47.00		\$47.00
Meeting Room 324	\$20.00		\$20.00
Multipurpose Room	\$130.00		\$130.00
Entire Student Union Full Day	\$787.00		\$787.00
Entire Student Union Half Day	\$472.00		\$472.00
Lobby Tables	\$5.00		\$5.00
Staging ( 6 x 8 sections) (priced per section)	\$25.00		\$25.00
Wireless Presentation Clicker	\$5.00		\$5.00
Prefunction Space 100L	\$52.00		\$52.00
Game Room	\$105.00		\$105.00
Terrace Room 203	\$26.00		\$26.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
University Center & Student Union Media Equip Rental (per day)	Varies		Varies
Facility Damage	Charged at cost		Charged at cost
Conference Calls	Billed at cost		Billed at cost
<b>Office of Technology</b>			
Production Equipment Rental - On Campus			
Truck/Trailer (per day) (per event)	\$150.00		\$150.00
Production Cameras and Peripherals (per day)	\$100.00		\$100.00
Cabling/Connection Equipment (per day) (per event)	\$50.00		\$50.00
Passive Speaker (per day)	\$50.00		\$50.00
Speaker Stand (per day)	\$20.00		\$20.00
Mobile Production Truck (per day)	\$350.00		\$350.00
Television/Production Studio (per hour)	\$50.00		\$50.00
Power Amplifier (per day)	\$50.00		\$50.00
Microphone Stand w/Clip (per day)	\$5.00		\$5.00
Microphone Cable (per foot/ per day)	\$0.25		\$0.25
Portable LCD Data/Video Projector (per day)	\$80.00		\$80.00
Digital Video Editing (per hour/plus supplies)	\$30.00		\$30.00
	\$5 per disc+\$25		\$5 per disc+\$25
DVD Authoring with Menus	Service chg		Service chg
Audio Mixer (per day) (requires operator, not included)	\$150.00		\$150.00
Audio Booth (per hour)	\$50.00		\$50.00
100W Powered Speaker (per day)	\$75.00		\$75.00
25/50W Powered Speaker (per day)	\$20.00		\$20.00
Wireless Presentation Clicker (per day)	\$15.00		\$15.00
USB Webcam (per day)	\$20.00		\$20.00
USB Microphone (per day)	\$20.00		\$20.00
Live Video Streaming	Varies		Varies
Equipment Replacement/Break Fix	Varies		Varies
IP Desktop Phones	Varies		Varies
Voice/Data Charges Related to IT Loaner Equipment	Any charges over monthly serv fee		Any charges over monthly serv fee
<b>Informatics</b>			
Replacement of Audio/Video Production Equipment	Varies		Varies
NorseMedia Production	Varies		Varies
<b>OTHER</b>			
Alcohol and Drug Education Fee (ADE)	\$50.00		\$50.00
Ashanti Arts: Traditional Art in Contemporary Culture (dvd)	\$2.00		\$2.00
Burkardt Consulting Center Fee	\$40 an hour after the first three free hrs.	Change per hour	Initial Consultation: Free Student Rate:\$20 Faculty/Staff/Dept \$35 Community Rate: \$50 Large Project Rate: Varies
CINSAM Summer Camp Cost Reimbursement	Varies	Increase	Varies
Rate increase from \$5-\$300 to \$25-\$500			
Community Connection Class Fee (Non-Credit)	Varies		Varies
Construction Management Summer Camp	\$50.00		\$50.00
Continuing Education Programs	Varies		Varies
General Merchandise Sales	Varies		Varies

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
KTLN Affiliation with University of Kentucky	\$1,800.00		\$1,800.00
Mail & Distribution Service Charge for Bulk Mailings	Varies		Varies
Music Preparatory Department Programs	\$75 - \$690		\$75 - \$690
Program of Original Writing (Summer Program)	\$150.00		\$150.00
Seminars (Non-Credit) Seminar fees are variable based on cost and duration.	Varies		Varies
Training & Development (Non-Credit) Fee based on cost of delivery of program. Non-credit class fees will cover costs associated with program operation.	Varies		Varies
VA Conference Registration Fee	\$30.00		\$30.00
Virtual Applied Scholars Program	\$24.00		\$24.00
<b>STUDENT / STAFF / FACULTY PASS THRU FEE/CHARGE</b>			
<i>These charges are subject to change as agency vendor billable charges change.</i>			
Consortium for Overseas Student Teaching (Cost)	\$1,155.00		\$1,155.00
Medical Services Fee	Based on Service		Based on Service
Liability Insurance <i>Covers cost of required liability insurance for persons enrolled in such classes as:</i>			
Clinical Practicum III	Premium Charge		Premium Charge
MSW Field Practicum Liability Insurance	Premium Charge		Premium Charge
Social Work Practicum Insurance	Premium Charge		Premium Charge
International Student Insurance (required)	Premium Charge		Premium Charge
Nursing Liability Insurance (per year)	Premium Charge		Premium Charge
Radiologic Technology Liability Insurance (per year)	Premium Charge		Premium Charge
Respiratory Care Liability Insurance	Premium Charge		Premium Charge
Physical Activities Participation Fee <i>Special class-specific fees charged to cover class-specific expenses. Fee is charged in addition to usual and customary tuition/fees.</i>	Based on Delivery		Based on Delivery
<b>LIBRARY</b>			
Public Patron Annual Fee	\$15.00		\$15.00
Photograph Duplication	\$10.00		\$10.00
Archives Research Fee (commercial use)	\$25 an hour		\$25 an hour
Special Collection/Archives Publication Fee	\$100.00		\$100.00
Archives Photocopying, per page	.15 - .25		.15 - .25
CD-Rom Printing Fee, per page	\$0.10		\$0.10
Fee Based Search	Average Search Charge Ranges		Average Search Charge Ranges
<i>Direct charges to University are billed to user.</i>	From \$3 - \$15		From \$3 - \$15
Laptop Computer Replacement Fee	\$1,500.00		\$1,500.00
Laptop Computer Overdue Fines (per hour)	\$6.00		\$6.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
	\$0.10 Plus Service		\$0.10 Plus Service
Inter-Library Loan, per photocopy page	Assessed		Assessed
Color Printer Fee (Steely Library) (per page)	\$0.75		\$0.75
Laminating Fee, per foot	\$1.50		\$1.50
Late Item Charge, per day (Steely Library)	\$0.50		\$0.50
<i>Per day, per item (Up to \$15.00 maximum.)</i>			
Late Reserve Charge	\$0.25		\$0.25
<i>Per hour, per item (Up to \$25.00 Maximum.)</i>			
Lost Reserve Item Fee	\$250.00		\$250.00
Bad Debt/Uncollectible Account Fee	25% of Debt		25% of Debt
Lost Item Fee	\$100.00		\$100.00
Damaged Item Fee	Cost of Rebinding and/or Repair		Cost of Rebinding and/or Repair
Audiovisual Duplication, per physical piece	\$10.00		\$10.00
Image Scanning (per scan)	\$2 - \$10		\$2 - \$10
Processing Fee for a Replacement Item	\$10.00		\$10.00
CD/DVD Duplication	\$2 - \$7		\$2 - \$7
Misc. Computer Items (disk, cd's, headphones)	Varies		Varies
Shipping and Handling of Library Materials (per item)	\$5 - \$20		\$5 - \$20
UCAP Book Lending Library Fine	\$100.00		\$100.00
<b>Other</b>			
Advertising in Orientation Publications	Varies, Ranges From \$75-\$900		Varies, Ranges From \$75-\$900
Special Group Identification Cards (charged to Orientation unit by All Card unit) (per card)	\$1.25 - \$5		\$1.25 - \$5
<b>NKU Print, Copy, Fleet Copy and Design Center</b>			
Fleet Copy - Campus Services, per copy	\$0.05		\$0.05
Fleet Copy - Coin-Operated Machines, per copy	\$0.10		\$0.10
Fleet Copy - Color Copies	\$0.17		\$0.17
Copy Center - Impressions B&W	\$0.04		\$0.04
Digital Color Prints (8.5 x 11 page)	\$0.20		\$0.20
Copy Center - Linotronic Printing, per foot	\$4.10		\$4.10
Press Time Labor Charge (per hour)	\$60.00		\$60.00
Bindery Time Labor Charge (billed in 15 minute increments)	\$10.00		\$10.00
Other Services (fold/staple/tape/cut/trim/collate/number/drill)	Varies		Varies
O & M Carpenter Shop (chargebacks for campus signs)	Varies		Varies
Copy Center Impressions (chargeback)	Varies		Varies
Copy Center Bindery Charges (chargebacks for stapling/collating, etc)	Varies		Varies
Media DVD Duplication: On Campus	Varies		Varies
Media DVD Duplication: Off Campus	Varies		Varies
Career Expo (name change to Career Event Fees (charged to each participating employer)	Varies		Varies
Sponsorship Fee	\$1,000.00		\$1,000.00
Alumni Career Counseling Fee	\$45.00		\$45.00
NKUCareerPaths.Com-Employer Annual Membership Fee	\$500.00		\$500.00
Center for Environmental Education - Programs & Fundraising	Market Value		Market Value
Center for Applied Ecology	Market Value		Market Value
ExploreMore! Program Fees (Dept of Teacher Education)	Varies		Varies

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
Evolution Day (Biological Sciences & Geology)	\$5.00		\$5.00
First West Workshop (English Dept)			
Student	\$230.00		\$230.00
Non-Student	\$260.00		\$260.00
NKU Connect Event Management Services (Community Connections)	\$8-\$10 (per registrant or minimum of \$200- \$300 per event)		\$8-\$10 (per registrant or minimum of \$200- \$300 per event)
Haile/US Bank College of Business Events & Consulting etc.	Varies		Varies
Haile/US Bank College of Business Educational Programs	Market Value		Market Value
CAI Sponsorships for Academic Activities	Varies		Varies
CAI Registrations/Membership Fees	\$0-\$599		\$0-\$599
CAI Consulting Fee (was IMI Consulting Fee)	Varies		Varies
Institute for Nonprofit Capacity	Varies		Varies
KY Center for Mathematics Professional Development	Varies		Varies
Master of Accountancy Program Fee (one time chg)	\$285.00		\$285.00
Master of Business Administration (one time chg)	\$270.00		\$270.00
Scripps Speaker Events & Services	Varies		Varies
UNV 101 Instructor Training Fee	\$150.00		\$150.00
Water Testing Fee (non-student)	\$14.00		\$14.00
<b>COURSE AND OTHER STUDENT FEES</b>			
Course by Special Arrangement	\$100 .00/cr hr		\$100 .00/cr hr
American English Language Program Tuition (AELP)			
Fulltime Intensive	\$4,082.00		\$4,082.00
Semi-Intensive	\$2,552.00		\$2,552.00
Bridge	\$2,041.00		\$2,041.00
ANT 202L Physical Anthropology Lab	\$10.00		\$10.00
Visual Arts Courses - (consumables)			
ART 100 Art Appreciation	\$7.00	\$3.00	\$10.00
ART 130 Creating Visual Form	\$10.50		\$10.50
ART 134 Four Dimensional Studies and Color Theory	\$60.00		\$60.00
ART 135 Creating Visual Order	\$15.75		\$15.75
ART 140 Building Meaning in Visual Art	\$15.75		\$15.75
ART 331 Digital Design	\$60.00		\$60.00
ART 361 Lab Fee	\$80.00		\$80.00
ART 497 Senior Exhibition	\$15.00	\$25.00	\$40.00
ARTC 240 Ceramics I	\$120.00		\$120.00
ARTC 340 Wheel Throwing	\$145.00		\$145.00
ARTC 341 Ceramic Sculpture	\$116.00		\$116.00
ARTC 342 RAKU and Primitive Firing	\$110.00		\$110.00
ARTC 440 Advanced Ceramics	\$110.00		\$110.00
ARTC 442 Ceramics Materials and Techniques	\$100.00		\$100.00
ARTD 310 Drawing II	\$25.00	\$50.00	\$75.00
ARTM 350 Video, Installation and Sound	\$60.00		\$60.00
ARTM 360 Robotic Art	\$90.00	\$20.00	\$110.00
ARTM 394 Topics in New Media Art	\$60.00		\$60.00



**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
ARTM 450 Video Installation and Sound II	\$60.00		\$60.00
ARTM 451 New Media - Integrative Art	\$60.00		\$60.00
ARTM 451 Lab Fee	\$60.00		\$60.00
ARTM 460 Advanced New Media Art	\$60.00		\$60.00
ARTO 210 Basic Photography	\$20.00		\$20.00
ARTO 310 Photography II	\$20.00		\$20.00
ARTO 311 Intermediate Photography	\$20.00		\$20.00
ARTO 312 Material Fee	\$40.00		\$40.00
ARTO 314 Applied Photography	\$10.50		\$10.50
ARTO 315 Photo-documentary	\$20.00		\$20.00
ARTO 317 Digital Photography I	\$10.50		\$10.50
ARTO 410 Advanced Photography	\$20.00		\$20.00
ARTO 411 Summer Workshop in Photography	\$40.00		\$40.00
ARTO 413 Applied Photography:Studio and Architecture	\$40.00		\$40.00
ARTO 414 Applied Photography:Studio and Location	\$40.00		\$40.00
ARTO 417 Digital Photography	\$10.50		\$10.50
ARTP 330 Painting II		New	\$50.00
ARTP 333 Materials & Techniques in Painting	\$15.75		\$15.75
ARTR 272 Introduction to Printmaking	\$60.00		\$60.00
ARTR 373 Intermediate Printmaking	\$50.00		\$50.00
ARTR 374 Techniques in Printmaking	\$26.25		\$26.25
ARTR 375 Sreen Printing	\$100.00		\$100.00
ARTR 473 Advanced Printmaking	\$50.00		\$50.00
ARTR 474 Workshop in Printmaking	\$55.00		\$55.00
ARTS 262 Sculpture I	\$116.00		\$116.00
ARTS 360 Techniques in Sculpture	\$153.00		\$153.00
ARTS 362 Topics in Sculpture: Concepts and Media	\$129.00		\$129.00
ARTS 460 Advanced Sculpture	\$110.00		\$110.00
ARTV 101 Visual Communication Design	\$20.00		\$20.00
ARTV 201 Intro to Computer Graphics for Design	\$20.00		\$20.00
ARTV 215 Visual Communication Design	\$25.00		\$25.00
ARTV 217 Typography	\$20.00		\$20.00
ARTV 315 Visual Communication Design II	\$20.00		\$20.00
ARTV 317 Typography II	\$20.00		\$20.00
ARTV 325 Techniques in Visual Communication Design	\$20.00		\$20.00
ARTV 330 Interaction Design for Visual Communication	\$20.00		\$20.00
ARTV 415 Visual Communication Design III	\$20.00		\$20.00
ARTV 417 Typography III	\$20.00		\$20.00
ARTV 425 Information Design	\$20.00		\$20.00
ARTV 427 Motion Design	\$20.00		\$20.00
ARTV 428 Visual Communication Design Capstone	\$20.00		\$20.00
ARTV 430 Visual Communication Design	\$20.00		\$20.00
AST 110 Solar System Astronomy		New	\$10.00
AST 115 Stars, Galaxies, and Cosmology		New	\$10.00
AST 210 Backyard Astronomy		New	\$10.00
ATEP Lab Fee (ATP 280)	\$80.00		\$80.00
<b>Biology Courses - (consumables)</b>			
BIO 120L Understanding the Living World - Gen Ed.	\$26.25		\$26.25
BIO 150L Introduction to Biology I	\$26.25		\$26.25
BIO 151L Introduction to Biology II	\$26.25		\$26.25
BIO 208L Anatomy & Physiology 1	\$26.25		\$26.25
BIO 209L Anatomy & Physiology 11	\$26.25		\$26.25
BIO 300L Comparative Vertebrate Anatomy	\$26.25		\$26.25
BIO 301L Invertebrate Zoology	\$26.25		\$26.25
BIO 302L General Microbiology	\$52.50	\$52.50	\$105.00
BIO 303L Vertebrate Zoology	\$26.25	\$26.25	\$52.50
BIO 304L General Ecology	\$26.25		\$26.25
BIO 305L Vertebrate Embryology	\$26.25		\$26.25
BIO 308L Plant Systematics	\$26.25		\$26.25
BIO 309L Plant Ecology	\$26.25		\$26.25
BIO 310L Plant Morphology	\$26.25		\$26.25
BIO 311L Mycology	\$26.25		\$26.25
BIO 312L Dendrology	\$26.25		\$26.25

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
BIO 313L General Botany	\$26.25		\$26.25
BIO 320L Entomology	\$26.25		\$26.25
BIO 349L Genetics	\$26.25	\$26.25	\$52.50
BIO 380 Cadaver Dissection		New	\$100.00
BIO 400L Advanced Molecular Biology	\$26.25	\$26.25	\$52.50
BIO 402L Advanced Neurobiology	\$26.25	\$26.25	\$52.50
BIO 404L Herpetology	\$26.25	\$26.25	\$52.50
BIO 405L Invertebrate Paleontology	\$26.25		\$26.25
BIO 407L Ornithology	\$26.25		\$26.25
BIO 410L Conservation Biology Lab	\$26.25		\$26.25
BIO 421L Mammology	\$26.25		\$26.25
BIO 422L Limnology	\$26.25	\$26.25	\$52.50
BIO 425L Mammilian Anatomy and Physiology I	\$26.25	\$26.25	\$52.50
BIO 426L Mammilian Anatomy and Physiology II	\$26.25	\$26.25	\$52.50
BIO 430L Immunology	\$26.25	\$26.25	\$52.50
BIO 440L Animal Behavior	\$26.25	\$26.25	\$52.50
BIO 441L Animal Physiological Ecology	\$26.25	\$26.25	\$52.50
BIO 445L Anatomy of Vascular Plants	\$26.25		\$26.25
BIO 446L Plant Physiology	\$26.25		\$26.25
BIO 451L Histology	\$26.25		\$26.25
BIO 455L Scanning Electron Microscopy	\$26.25		\$26.25
BIO 460 Introduction to Marine Science	\$26.25		\$26.25
BIO 461 Ecology and Geology of Coral Reefs	\$26.25		\$26.25
BIO 463 Tropical Ecology Laboratory	\$26.25		\$26.25
BIO 466L Animal Physiology	\$26.25		\$26.25
BIO 470L Medical Microbiology	\$26.25	\$26.25	\$52.50
BIO 474L Microbial Ecology	\$26.25		\$26.25
BIO 491 Comprehensive Examination	\$40.00		\$40.00
BIO 202L Lab Fee (Microbiology for Health Professionals)	\$160.00		\$160.00
<b>Business Informatics Student Lab Fee</b>			
All Courses with prefixes BIS, MHI, MBI and, in addition INF 101, INF 110, INF 282	\$3/Cr Hr		\$3/Cr Hr
<b>Chemistry Courses - (consumables)</b>			
Chemistry 100 Level Non-Majors Labs (CHE105, 112L, 115L)	\$20.00		\$20.00
Chemistry 100 Level Majors Labs (CHE120L, 121L)	\$25.00		\$25.00
Chemistry 300 Level Labs (CHE310L, 311L, 320L, 340L, 350L, 362L)	\$35.00		\$35.00
Chemistry 400 Level Labs (CHE460L, CHE482L, 483L)	\$40.00		\$40.00
Chemistry Breakage Fee	Amount of Breakage		Amount of Breakage
CIT 130 IT Fundamentals	\$20.00		\$20.00
CIT 247 Networking Fundamentals	\$20.00		\$20.00
CIT 271 Windows Administration	\$20.00		\$20.00
CIT 371 Unix Systems	\$20.00		\$20.00
CIT 380 Computer Security	\$20.00		\$20.00
CIT 430 Computer Forensics	\$20.00		\$20.00
CIT 436 Server Administration	\$20.00		\$20.00
CIT 438 Cloud Course	\$20.00		\$20.00
CIT 447 Network Design and Troubleshooting	\$20.00		\$20.00
CIT 465 Storage Management	\$20.00		\$20.00
CIT 470 Advanced System Administration	\$20.00		\$20.00
CIT 472 Database Server Administration	\$20.00		\$20.00
CIT 480 Securing Computer Systems	\$20.00		\$20.00
CIT 481 Cybersecurity Capstone	\$20.00		\$20.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
CIT 484 Network Security	\$20.00		\$20.00
CIT 538 Cloud Course	\$20.00		\$20.00
CIT 580 Securing Computer Systems	\$20.00		\$20.00
CIT 581 Cybersecurity Capstone	\$20.00		\$20.00
CIT 6XX All Graduate Computer IT Courses	\$20.00		\$20.00
CIT 630 Advanced Computer Forensics	\$20.00		\$20.00
CSC 260L Object Oriented Programming Lab	\$7.00		\$7.00
CSC 301 Web Programming	\$20.00		\$20.00
<b>Construction Management Course Fee</b>			
CMGT 120 Construction Materials and Methods 1	\$10.00		\$10.00
CMGT 121 Construction Materials and Methods 11	\$10.00		\$10.00
CMGT 220 Plane Surveying	\$10.00		\$10.00
CMGT 222 Architectural Drafting and CAD	\$10.00		\$10.00
CMGT 225 Construction Safety	\$10.00		\$10.00
CMGT 228 Soils and Foundations Interactions	\$10.00		\$10.00
CMGT 305 Mechanical Systems in Construction	\$10.00		\$10.00
CMGT 306 Electrical Systems in Construction	\$10.00		\$10.00
CMGT 428 Virtual Construction		New	\$10.00
<b>Counseling, Social Work &amp; Leadership</b>			
COU 660 Lab Fee	\$75.00		\$75.00
COU 661 Lab Fee	Eliminate		Eliminate
ENV 115 Orientation to Environmental Science	\$26.25		\$26.25
ENV 220L Protecting Water Resources	\$26.25		\$26.25
<b>Physics &amp; Geology - Engineering Technology Lab Fee</b>			
EGT 116 Intro to Industrial Materials and Processes	\$20.00	\$10.00	\$30.00
EGT 161 D.C. Circuit Analysis	\$20.00	\$10.00	\$30.00
EGT 212 Computer Aided Drafting and Design	\$20.00	\$10.00	\$30.00
EGT 261 Engineering Materials	\$20.00	\$10.00	\$30.00
EGT 265 Manufacturing Processes and Materials	\$20.00	\$10.00	\$30.00
EGT 300 Statistics and Strength of Materials	\$20.00	\$10.00	\$30.00
EGT 320 Robotics Systems and Material Handling	\$20.00	\$10.00	\$30.00
EGT 343 A.C. Circuit Analysis	\$20.00	\$10.00	\$30.00
EGT 344 Analog Electronics	\$20.00	\$10.00	\$30.00
EGT 345 Digital Electronics	\$20.00	\$10.00	\$30.00
EGT 361 Fluid Power	\$20.00	\$10.00	\$30.00
EGT 362 Tool Design & Computer Aided Manufacturing	\$10.00	\$10.00	\$20.00
EGT 365 Tool Design and Computer Numerical Control	\$20.00	\$10.00	\$30.00
EGT 367 Microprocessors	\$20.00	\$10.00	\$30.00
EGT 380 Machine Design	\$20.00	\$10.00	\$30.00
EGT 386 Electro - Mechanical Instrumentation and Control	\$20.00	\$10.00	\$30.00
EGT 408 Mechatronics	\$20.00	\$10.00	\$30.00
EGT 412 Advanced CADD	\$20.00	\$10.00	\$30.00
EGT 417 Senior Design in Technology	\$20.00	\$10.00	\$30.00
EGT 423 Planning and Design of Industrial Facilities	\$20.00	\$10.00	\$30.00
EGT 448 Network Hardware	\$20.00	\$10.00	\$30.00
EGT 450 Thermodynamics and Heat Transfer	\$20.00	\$10.00	\$30.00
EGT 462 Finite Element Modeling	\$20.00	\$10.00	\$30.00
EGT 465 Automated Manufacturing Systems	\$20.00	\$10.00	\$30.00
EGT 467 Advanced Microprocessors	\$20.00	\$10.00	\$30.00
<b>College of Informatics</b>			
<b>Department of Communication Media Technology Fees</b>			
EMB 140 Introduction to Media Aesthetics	\$15.00		\$15.00
EMB 210 Introduction Video Production: Single Camera	\$15.00		\$15.00
EMB 215 Introduction to Audio Production	\$15.00		\$15.00
EBM 230 Broadcast Announcing	\$15.00		\$15.00
EMB 260 Writing for the Media	\$15.00		\$15.00
EMB 265 Broadcast New Writing	\$15.00		\$15.00
EMB 305 Multicamera Production	\$15.00		\$15.00
EMB 310 Advanced News Production	\$15.00		\$15.00
EMB 320 Advanced Sound Production	\$15.00		\$15.00
EMB 361 Advanced Broadcast Newswriting	\$15.00		\$15.00
EMB 394 Special Topics	\$15.00		\$15.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
EMB 397 Projects	\$15.00		\$15.00
EMB 421 Advanced Narrative Production	\$15.00		\$15.00
EMB 422 Advanced Digital Video Editing	\$15.00		\$15.00
EMB 423 Documentary Production	\$15.00		\$15.00
EMB 424 Digital Cinema Projects	\$15.00		\$15.00
EMB 425 Studio 89	\$15.00		\$15.00
EMB 450 Screenwriting	\$15.00		\$15.00
ENG 101 College Writing (Composition Fee)	\$4.50		\$4.50
GIS Lab Fee (Geographic Information Systems)	\$20.00		\$20.00
<b>Geology Courses</b>			
GLY 110 The Face of the Earth with Lab	\$25.00		\$25.00
GLY 315 Structural Geology with Lab	\$100.00		\$100.00
GLY 330 Geomorphology	\$100.00		\$100.00
GLY 335 Earth's Materials	\$100.00		\$100.00
GLY 360 Introduction to Geophysics	\$50.00	\$30.00	\$80.00
GLY 420 Stratigraphy with Lab	\$100.00		\$100.00
GLY 425 Economic Geology	\$100.00		\$100.00
GLY 435 Sedimentary Petrology and Petrography	\$30.00	\$50.00	\$80.00
GLY 440 Applied Geophysics	\$50.00	\$30.00	\$80.00
GLY 450 Hydrogeology	\$50.00	\$30.00	\$80.00
GLY 455 Ground Water Resources & Management Laboratory	\$50.00	\$30.00	\$80.00
INF 120 Elementary Programming	\$20.00		\$20.00
INF 186 Media Web Coding	\$15.00		\$15.00
Online Geology Lab Fee	\$150.00		\$150.00
JOU 220 Newswriting I	\$15.00		\$15.00
JOU 230 Newswriting II	\$15.00		\$15.00
JOU 265 Broadcast Newswriting	\$15.00		\$15.00
JOU 296 Practicum: Journalism	\$15.00		\$15.00
JOU 297 Advanced Practicum: Journalism	\$15.00		\$15.00
JOU 321 Publication Skills	\$15.00		\$15.00
JOU 325 Photojournalism	\$15.00		\$15.00
JOU 330 Public Affairs Reporting	\$15.00		\$15.00
JOU 331 Advanced Reporting: Specialties	\$15.00		\$15.00
JOU 332 Advanced Reporting: Precision Journalism	\$15.00		\$15.00
JOU 340 Feature Writing	\$15.00		\$15.00
JOU 346 Copy Editing and Layout	\$15.00		\$15.00
JOU 350 Media Skills	\$15.00		\$15.00
JOU 371 Advertising Copy Writing	\$15.00		\$15.00
JOU 394 Special Topics, J	\$15.00		\$15.00
JUS 204 Criminal Investigation	\$12.75		\$12.75
JUS 320 Advanced Crime Scene Tech/Criminalistics	\$7.70		\$7.70
<b>Kinesiology &amp; Health - (consumables)</b>			
HEA 135 Safety & First Aid Fee	\$27.00		\$27.00
KIN 200 Fitness Fee	\$5.00		\$5.00
KIN 370 Biomechanics	\$20.00		\$20.00
KIN 320 Motor Learning and Performance Lab Fee	\$10.50		\$10.50
KIN 340 Exercise Physiology Lab Fee	\$21.00		\$21.00
MIN 221 Introduction to Interactive Web Design	\$15.00		\$15.00
MIN 240 Introduction to 2D Design	\$15.00		\$15.00
MIN 252 Interactive Non-Linear Storytelling	\$15.00		\$15.00
MIN 340 Intermediate 2D Design	\$15.00		\$15.00
MIN 345 Introduction to 3D Animation	\$15.00		\$15.00
MIN 352 Digital Media Projects	\$15.00		\$15.00
MIN 381 Computer Mediated Communication	\$15.00		\$15.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
MIN 391 Impact of Computer Games and Virtual Worlds	\$15.00		\$15.00
MIN 394 Special Topics	\$15.00		\$15.00
MIN 445 Advanced CG-3D Modeling/Animation	\$15.00		\$15.00
MIN 452 Advanced Digital Media Projects	\$15.00		\$15.00
MIN 481 Design of Immersive Experiences	\$15.00		\$15.00
SWK 680 Integrative Seminar	\$20.00		\$20.00
College of Health Professions			
Program Acceptance Confirmation Fee (Advanced Nursing)	\$100.00		\$100.00
College of Health Professions Special Program Fee	Varies		Varies
Louisiana MSN & Post MSN Clinical Fee (NRP 635L)	\$350.00		\$350.00
Clinical Practicum Make-up Fee	\$50.00		\$50.00
Fingerprinting Fee	Eliminate		Eliminate
Elsevier/Evolve Remediation Program (per semester) (NRS 215, 220, 250, 255, 300, 310, 330, 350, 360, 415, 420)	\$60.00		\$60.00
NRS 450 Elsevier/Evolve Remediation Program	\$120.00		\$120.00
Elsevier/Evolve Remediation Program (per semester) (NRS 304, 305, 404)	\$100.00		\$100.00
MSN/Post MSN Nurse Practitioner Clinical Residency Fee (pch) (only students admitted prior to Fall 2017)	\$110.00		\$110.00
MSN Nurse Practitioner Concentration Prog Fee (per semester)		New	\$200.00
NRP 690 Clinical Course Fee (Advanced Nursing)	\$450.00		\$450.00
NRS 210L, 220L, 339L, 439L, Nursing Lab Fee	\$50.00		\$50.00
NRP 413, 606, 676 Assessment Laboratory Fee	\$25.00		\$25.00
RSP 201L, 220L, 310L Assessment Laboratory Fee	\$40.00		\$40.00
RSP 480 Seminar Course Assessment Fee	\$50.00		\$50.00
RAD 208L, 209L, 214L Assessment Laboratory Fee	\$40.00		\$40.00
RAD 286,296,386,39,486,496) Radiation Dosimetry	\$46.00		\$46.00
PHE 110 Beginning Golf Fee	\$27.00		\$27.00
PHE 110 Intermediate Golf Fee	\$27.00		\$27.00
PHE 318 Lifeguarding	\$35.00		\$35.00
PHE 319 Water Safety Instructor	\$35.00		\$35.00
Physics Lab Course Fees			
PHY 110 Introduction to Physics w/Lab	\$10.00	\$10.00	\$20.00
PHY 161 Circuit Analysis	\$10.00	\$10.00	\$20.00
PHY 211 General Physics w/Lab I	\$10.00	\$10.00	\$20.00
PHY 213 General Physics w/Lab II	\$10.00	\$10.00	\$20.00
PHY 220 University Physics w/Lab I	\$10.00	\$10.00	\$20.00
PHY 222 University Physics w/Lab II	\$10.00	\$10.00	\$20.00
PHY 224 University Physics w/Lab III	\$10.00	\$10.00	\$20.00
PRE 376 Public Relations Writing	\$15.00		\$15.00
PRE 410 Electronic Public Relations	\$15.00		\$15.00
Doctor of Education Study Abroad Course	\$2,850.00		\$2,850.00
Ed.D. Additional Fee Per Credit Hour	\$100.00		\$100.00
Education Abroad Program Fee	Varies		Varies
Registration fee for OEA Events (Office Educa Abroad) (vendor chg)	Varies		Varies

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
International Partner University Programs	Varies		Varies
Study Away Programs	Varies		Varies
COEHS Special Cohort Program Fees	Varies		Varies
Student Locker Rental Fee (per year) (small/large)	\$30 and \$50		\$30 and \$50
All Card ID System Replacement Fee	\$10.00		\$10.00
NKU Rocks Freshman Orientation	\$100.00		\$100.00
Latino Student Orientation	\$25.00		\$25.00
Book Connection Fee	\$10.50		\$10.50
BookFest Program	\$13.00		\$13.00
Application Fee			
Undergraduate	\$40.00		\$40.00
Graduate	\$40.00		\$40.00
Doctoral Program	\$55.00		\$55.00
Note: Graduate fee waived for web applicants attending open houses. See Graduate Center for details.			
Student Teacher Late Application Fee	\$25.00		\$25.00
Adult Intensive Programming (plus assessed tuition rate)	\$25 per Cr. Hr.		\$25 per Cr. Hr.
Chase College of Law			
Acceptance Fee (applied toward tuition; non-refundable)	\$150.00		\$150.00
Application Fee (non-refundable)	\$40.00		\$40.00
Graduation Fee	\$50.00		\$50.00
Registration Fee (applied toward tuition; non-refundable)	\$300.00		\$300.00
Reissuance of Diploma Fee	\$10.00		\$10.00
Northern Kentucky Law Review			
Per Volume	\$35.00		\$35.00
Per Issue	\$10.00		\$10.00
Symposium & CLE (Continuing Legal Education)	\$50-\$500		\$50-\$500
Chase Student Organization Fee (per student - per semester)	\$35.00		\$35.00
Computer Lab Fees (University Center & Residence Halls Only)			
LaserWriter (per copy)	\$0.10		\$0.10
Printing in Student Computing Labs	\$0.10		\$0.10
Graduation Fee for Graduate Students	\$50.00		\$50.00
After deadline dates an additional fee of 50/80/100 will be assessed			
Graduation Fee for Undergraduate Students	\$50.00		\$50.00
After deadline and 1st grace period an additional fee of \$75 will be assessed			
Graduation Sashes for Int'l and Study Abroad Students	\$31.75		\$31.75
Applied Music and Composition Class Fee			
Charge is per contact hour for classes requiring individualized instruction (private lessons). One-half hour lesson weekly constitutes one semester contact hour. (A detailed listing shall be provided to the Bursar each semester by the Provost's Office).	\$162.50 per 1/2 hour		\$162.50 per 1/2 hour

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Accompanist Fee</b>			
<i>Instrumental Students (brass, strings, woodwinds, percussions) &amp; Voice Students</i>	\$55.00		\$55.00
<b>Advanced Standing Fee</b>			
<i>Fee assessed to student taking the Advanced Standing Test to bypass a particular course.</i>	25% of existing credit hour fee		25% of existing credit hour fee
<b>Portfolio Credit</b>	25% of existing tuition for credits applied		25% of existing tuition for credits applied
<b>Annual N.I.P. Application Fee</b>	\$60.00		\$60.00
<b>Bad Debt/Uncollectible Account Fee</b>	25% of Debt		25% of Debt
<b>Credit Card Fee to Payment Card Convenience Fee</b>	2.5% of payment		2.5% of payment
<b>Diploma Re-print Fee</b>	\$25.00		\$25.00
<b>Early Return Program</b>	\$150.00		\$150.00
<b>Interest Charge Fee change to Account Maintenance Fee</b> <i>Interest assessed on entire outstanding balance</i>	1.25%		1.25%
<b>Late Registration Fee</b>	\$25.00		\$25.00
<b>New Student Orientation Program Fee</b>			
<b>Student</b>	\$100.00		\$100.00
<b>Guest (parent, spouse)</b>	\$50.00		\$50.00
<b>Fresh Start Retreat</b>	\$65.00		\$65.00
<b>Orientation Program Request Change Fee</b>	\$25.00		\$25.00
<b>Camp 505 Attendance Fee</b>	\$35.00		\$35.00
<b>Camp Victor Attendance Fee</b>	\$125.00		\$125.00
<b>Dance Team Tryout Fee</b>	\$25.00		\$25.00
<b>Family/Parent Weekend Fee</b>	\$0 - \$25		\$0 - \$25
<b>Reinstatement Fee</b>	\$100.00		\$100.00
<b>Review Transcripts</b>	\$96.00		\$96.00
<b>Stop Payment/Rejected Transaction Fee</b>	\$15.00		\$15.00
<b>Student Athlete Physical Fee (No-Show)</b>	\$35.00		\$35.00
<b>Student Organization Registration Fee</b>	\$25.00		\$25.00
<b>Official Transcript Fee</b>	\$7/\$10		\$7/\$10
<b>Transition Fee/Enrollment Confirmation Fee</b>	\$75.00		\$75.00

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>TESTING</b>			
Advanced Placement Examination (NRP401)	\$415.00		\$415.00
Career Testing	Up to \$20		Up to \$20
CLEP/DSST Testing	\$25.00		\$25.00
COMPASS Testing	\$40.00		\$40.00
Credit by Examination (NKU Developed Exams)	Varies		Varies
EMT National Registry Test Fee	Testing Charge		Testing Charge
Exit Testing for Accreditation - NBRC (RSP480)	\$45.00		\$45.00
IFS Test-out Option Fee	\$25.00		\$25.00
Microsoft Office Specialist Certificate Exam (chargeback)	Varies		Varies
Processing Fee (Testing Services)	\$3.50		\$3.50
Proctor Testing Fee (\$50 for first 2 hours, \$25 per hour thereafter)	\$50.00		\$50.00
Residual ACT Testing <i>When the University requires an essay as part of ACT test the fee is \$60 (to pay professional readers)</i> <i>Testing agency rate subject to change.</i>	\$50.00		\$50.00
Emergency Residual ACT Testing	\$80.00		\$80.00
Score Report Fee	\$20.00		\$20.00
Teacher Computer Proficiency Test	\$25.00		\$25.00
Institutional TOEFL Test	\$25.00		\$25.00
TOEFL Preparation Class (Amer English Language Program)	\$125.00		\$125.00
University Placement Test (Test out of Developmental classes in, English, Math, or Reading)	\$10.00		\$10.00

**UNIVERSITY EVENTS**

***Athletic's Ticket Prices 2016-2017 Season***

**Men's Basketball Ticket Prices 2016-2017 Season**

**Season Tickets:**

Courtside	\$250.00	\$250.00
Adult	\$140.00	\$140.00
Adult - Faculty/Staff	\$126.00	\$126.00
Youth (13 - 17 yrs old)	\$70.00	\$70.00
Alumni - 1st time buyer	\$98.00	\$98.00
New Alumni (13-15 Graduates)	\$84.00	\$84.00

**Notes:**

1. Exhibition game will be comped for season ticket holders
2. Youth 12 and under will be sold a Kids Club Membership

**Mini-Plans:**

Vic's Six Pack	\$60.00	\$60.00
Black & Gold Pack	\$40.00	\$40.00

**Single Game Tickets:**

Adult	\$12.00	\$12.00
Youth (3 - 17 yrs old)	\$7.00	\$7.00

**Group Rate (10 or more) (must be made 48 hours in advance)**

Adult	\$7.00	\$7.00
Youth (3 - 17 yrs old)	\$5.00	\$5.00

**Note:** Special promo pricing throughout the year will vary from \$3 and up.



**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Women's Basketball Ticket Prices 2016-2017 Season</b>			
<u>Season Tickets:</u>			
Courtside	NA		NA
Adult	\$60.00		\$60.00
Adult - Faculty/Staff	\$54.00		\$54.00
Youth (13 - 17 yrs old)	\$50.00		\$50.00
New Alumni (13-15 Graduates)	\$50.00		\$50.00
<b>Note: Youth 12 and under will be sold a Kids Club Membership</b>			
<u>Mini-Plans:</u>			
Vic's Six Pack	\$30.00		\$30.00
Black & Gold Pack	\$20.00		\$20.00
<u>Single Game Tickets:</u>			
Adult	\$5.00		\$5.00
Youth (3 - 17 yrs old)	\$4.00		\$4.00
<u>Group Rate (10 or more) (must be made 48 hours in advance)</u>			
Adult	\$4.00		\$4.00
Youth (3 - 17 yrs old)	\$3.00		\$3.00
<b>Note: Special promo pricing throughout the year will vary from \$2 and up.</b>			
NKU Student with I.D./Children 3 and under	Free		Free
<b>Men's &amp; Women's Soccer 2016-2017 Season</b>			
<u>Season Tickets:</u>			
Adult/Youth	\$25.00		\$25.00
<u>Single Game Tickets:</u>			
Adult	\$5.00		\$5.00
Seniors (55+)/Youth (6-17)	\$3.00		\$3.00
Youth (5 and under)	Free		Free
<b>Women's Volleyball 2016-2017 Season</b>			
<u>Single Game Tickets:</u>			
Adult	\$5.00		\$5.00
Seniors (55+)/Youth (6-17)	\$3.00		\$3.00
Youth (5 and under)	Free		Free
<b>Concert Productions</b>			
<i>General admission (discount for NKU faculty, staff and students with valid ID cards)</i>	Prices vary depending on cost of production.		Prices vary depending on cost of production.
<b>Musical Concerts - Guest Artist Series</b>			
	Prices vary depending on cost of film rental.		Prices vary depending on cost of film rental.

**NORTHERN KENTUCKY UNIVERSITY**  
**Proposed Schedule of Fees/Service Charges**

Title/Purpose	Approved Rates 2016-2017	\$ Increase	Approved Rates 2017-2018
<b>Theatre Productions</b>			
General Admission	\$14.00	\$2.00	\$16.00
Faculty/Staff with valid NKU I.D. card	\$13.00	\$2.00	\$15.00
Senior Citizens	\$11.00	\$2.00	\$13.00
Group Rates (20 or more)	\$10.00	\$2.00	\$12.00
Students with valid NKU I.D.	\$8.00	\$2.00	\$10.00
Season Extra General	\$10.00	\$2.00	\$12.00
Season Extra Student	\$8.00	\$2.00	\$10.00
<b>Summer Dinner Theater</b>	Cost of meal plus theater general admission		Cost of meal plus theater general admission
<b>Movies - General Admission</b>	Prices vary depending on cost of film rental.		Prices vary depending on cost of film rental.
<b>Planetarium Special Event</b>	\$5.00-\$15.00	New	\$5.00-\$15.00 Birthday Parties \$200 (up to 24 kids)
<b>University Police Explosive Detection Canine (per hour)</b>		New	\$25.00

**RECOMMENDATION:**

The Board of Regents adopt the attached Resolution to declare the Board's official intent to finance the construction/renovation of student housing and the construction of parking lots and access roads from the proceeds of a tax-exempt financing.

**BACKGROUND:**

The University was authorized by the Kentucky General Assembly in the 2016-18 biennial budget to issue agency bonds for the construction/renovation of student housing (\$28.5 million) and the construction of parking lots and access roads (\$6 million). The University will need to advance institutional funds to these projects to fund the design and some construction costs prior to the issuance of the long-term General Receipts bonds that will be issued in 2018 to finance the projects.

In order to comply with Treasury Regulations related to tax-exempt financing the Board of Regents has to declare its intent to reimburse capital expenditures related to the construction/renovation of student housing and the construction of parking lots and access roads paid prior to the issuance of tax-exempt financing to fund such acquisitions. This Resolution establishes the Board of Regents intent to reimburse up to \$10 million in such capital expenditures with the proceeds of tax-exempt financing.

**RECOMMENDATION:**

That the Board of Regents approve the following resolution establishing and approving the Fiscal Year 2017-18 Annual Unrestricted Operating Budget for Northern Kentucky University.

**Recommendation relating to Fiscal Year 2016-17 Budget, Northern Kentucky University, Board of Regents, April 26, 2017:**

Be it resolved that, upon due consideration of the recommendation of the President, the Annual Unrestricted Operating Budget for Northern Kentucky University is hereby established and approved in an amount totaling \$226,400,000 for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

The President is authorized to approve adjustments between the budget authorizations when such action appears, in his judgment, to represent the best interests of the University. However, any adjustment that alters the Annual Unrestricted Operating Budget authorization of \$226,400,000 shall be submitted to this Board for approval at its next regular meeting.

In the event that unrestricted sources of funds are not sufficient to equal projected unrestricted expenditures, the President shall take appropriate measures to reduce budgeted expenditure authorizations by amounts sufficient to insure that unrestricted expenditures do not exceed authorized unrestricted sources of funds.

In the incurrence of financial obligations and the expenditure and disbursement of University funds available under this authorization, all University units and University personnel or agents shall adhere to and observe applicable laws, regulations, and policies of both the Commonwealth of Kentucky and the University, which govern and control the expenditure of funds. Administrators of the various units shall not authorize nor incur any financial obligation in excess of the budget authorizations.

**RESOLUTION OF OFFICIAL INTENT OF THE BOARD OF REGENTS OF NORTHERN KENTUCKY UNIVERSITY TO FINANCE THE CONSTRUCTION/RENOVATION OF STUDENT HOUSING AND THE CONSTRUCTION OF PARKING LOTS AND ACCESS ROADS FROM PROCEEDS OF TAX-EXEMPT FINANCING.**

WHEREAS, Treasury Regulations § 1.150-2 (the "Reimbursement Regulations"), issued pursuant to §150 of the Internal Revenue Code of 1986, as amended, (the "Code") prescribes certain requirements by which proceeds of tax-exempt bonds, notes, certificates or other obligations included in the meaning of "bonds" under §150 of the Code ("Obligations") used to reimburse advances made for Capital Expenditures (as hereinafter defined) paid before the issuance of such Obligations may be deemed "spent" for purposes of §§ 103 and 141 to 150 of the Code therefore, not further subject to any other requirements or restrictions under those sections of the Code; and

WHEREAS, such Reimbursement Regulations require that the Borrower (as hereinafter defined) make a Declaration of Official Intent (as hereinafter defined) to reimburse any Capital Expenditure paid prior to the issuance of the Obligations intended to fund such Capital Expenditure and require that such Declaration of Official Intent be made no later than sixty (60) days after payment of the Capital Expenditure and further require that the Allocation (as hereinafter defined) of the proceeds of such Obligations to reimburse such Capital Expenditures paid on the date the property acquired with the Capital Expenditure was placed in service, except that any such Allocation must be made no later than three years after such Capital Expenditure was paid; and

WHEREAS, Northern Kentucky University (the "Borrower") wishes to ensure compliance with the Reimbursement Regulations;

NOW, THEREFORE, be it resolved as follows by the Board of Regents of Northern Kentucky University as follows:

SECTION 1. Definitions. The following definitions apply to the terms used herein:

*"Allocation"* means written evidence that proceeds of the Obligations issued subsequent to the payment of a Capital Expenditure are to effect the reimbursement of the Borrower for such payments.

*"Borrower"* means Northern Kentucky University.

*"Capital Expenditures"* means any expense for an item that is properly depreciable or amortizable or is otherwise treated as a capital expenditure for purposes of the Code, as well as costs of issuing Reimbursement Bonds.

*"Declaration of Official Intent"* means a written declaration that the Borrower intends to fund a Capital Expenditure with an issue of Reimbursement Bonds and reasonably expects to be reimbursed from the proceeds of such an issue.

*"Reimbursement"* means the restoration to the Borrower of money temporarily advanced from other funds of the Borrower to pay for Capital Expenditures before the issuance of Obligations intended to fund such Capital Expenditures. "To reimburse" means to make such a restoration.

*"Reimbursement Bonds"* means Obligations that are issued to reimburse the Borrower for

Capital Expenditures previously paid by or for the Borrower.

"*Reimbursement Regulations*" means Treasury Regulations §1.150-2 and any amendments thereto or superseding regulation, whether in proposed, temporary or final form, as applicable, prescribing conditions under which the proceeds of Obligations when allocated or applied to a reimbursement will be treated as "spent" for purposes of §§103 and 141 to 150 of the Code.

**SECTION 2. Declaration of Official Intent.**

(a) The Borrower declares that it reasonably expects that the Capital Expenditures described in Section (b), which will be paid prior to the issuance of any Obligations intended to fund such Capital Expenditures, will be reimbursed with the proceeds of Obligations, representing a borrowing by the Borrower in the maximum principal amount for such reimbursements and payment of costs of issuance of up to \$10,000,000; and

(b) The Capital Expenditures to be reimbursed are to be used for the construction/renovation of student housing and the construction of parking lots and associated access roads.

**SECTION 3. Reasonable Expectations.** The Borrower does not expect any other funds (including the money advanced to make the Capital Expenditures that are to be reimbursed), to be reserved, allocated on a long-term basis, or otherwise set aside by the Borrower or any other entity affiliated with the Borrower, with respect to the Capital Expenditures described in 2(b).

**SECTION 4. Effective Date.** This Resolution shall be effective from and after its date of adoption.

Adopted at a duly convened meeting of the Board of Regents of Northern Kentucky University on the 26<sup>th</sup> day of April, 2017.

**NORTHERN KENTUCKY UNIVERSITY**

Attest:

By: \_\_\_\_\_  
Chairman, Board of Regents

By: \_\_\_\_\_  
Secretary

CERTIFICATE

I, the undersigned Secretary of the Board of Regents of Northern Kentucky University, certify that the foregoing is a true and correct copy of a Resolution passed at a duly convened meeting of the Board of Regents of Northern Kentucky University held on the 26<sup>th</sup> day of April, 2017, at which a quorum was present, and that said Resolution has not been amended, modified, revoked or repealed and is now in full force and effect, all as appears from the official records of the Board of Regents of Northern Kentucky University in my custody and under my control.

Witness my hand as Secretary of the Board of Regents of Northern Kentucky University this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Secretary

39145\1

**RECOMMENDATION:**

Recommend the Board of Regents approve revisions to the Student Government Constitution.

**BACKGROUND:**

**Constitution of the Student Government Association of Northern Kentucky University**

**Executive Summary of Major and Minor Changes**

During the 2016-2017 academic year, members of the Student Government Association [SGA] Judicial Council began to review and edit the Constitution and By-laws. Following their review they presented each of the changes to the SGA senate for their approval. This review of the Constitution was deemed necessary due to administrative shifts within SGA, as well as a collective desire to ensure the efficiency of its inner-workings in an effort to most effectively serve the student body.

The framework of the Constitution came from the most current version located on the SGA website (last updated May 2013), and the Judicial Council conducted most of the initial review process relating to consistency and syntax. Major changes to content were drafted by the Judicial Council in consultation with the SGA executive board and advisors. Drafting and re-drafting took place from October 2016 through January 2017. When an acceptable draft was obtained, the document was submitted to the SGA senate for final comments and approval. The final draft was also completed in February 2017. Once approved by the SGA senate the constitution and by-laws were placed on the election ballot March 29 and 30, 2017. The student body voted in favor of the changes 1085 for 89 against.

**Listed below are the major revisions to the Constitution:**

**Change to the grade requirement**

**Recommendation:** Must receive a cumulative GPA of at least 2.25 on a 4.0 scale at the time of election and maintain for the duration of their term. Must receive a cumulative GPA of at least .25 above the Student Senate and Judicial Council GPA requirement at the time of election and maintain for the duration of their term. This can be found in Article III, Sec. 2, subsection (B) (1) subsection (C) (3).

**Rationale:** It is important for all members of SGA to maintain a strong GPA during their whole term in office.



## **Additional duties added to the Chief of Staff Position**

**Recommendation:** Add the following duties to the Chief of Staff position in Article IV, Sec. 1, subsection (A) (7):

Shall be responsible for tracking and coordinating implementation of passed resolutions. Shall coordinate efforts with the Office of Government, Corp & Foundation Engagement on issues facing Higher Education and the Student Body.

Shall organize events with the Board of Student Body Presidents (BSBP) and the Regional Board of Student Body Presidents (RBSBP).

Shall manage advocacy efforts with Highland Heights, Campbell County, and the Commonwealth of Kentucky.

**Rationale:** These are duties that the Chief of Staff is currently doing but weren't outlined in the constitution. It is important for the duties to be laid out for consistency year to year.

## **Filling the Senate**

**Recommendation:** Fill the Senate to capacity (30) once the membership drops below the minimum threshold of 25. This can be found in Article IV, Sec. 1, subsection (B) (2).

**Rationale:** When the membership in the Senate drops below 25 it is important to fill all seats at that time. This allows for a diverse group of members that can help move student government forward.

## **Listed below are the minor changes to the By-Laws:**

### **Consistency throughout document**

**Recommendation:** Changed the language so it mirrored the constitution.

**Rationale:** This change adds consistency throughout both documents.

### **Meeting Attire**

**Recommendation:** Make this section simpler. No need to separate men's attire and women's attire. This can be found in Article IV, Sec. 6, subsection (I) (II).

**Rationale:** There is no need to be so specific in this section.

### **Grammar, Syntax, and Spelling**

**Recommendation:** Corrected grammatical, spelling, and compositional errors in the Constitution and By-Laws.

**Rationale:** Self-evident

**CONSTITUTION**  
of the  
**Student Government Association**  
of  
**Northern Kentucky University**

Pending Approval

## **PREAMBLE**

In order to better coordinate relations among and between the Board of Regents, Administration, Faculty, Staff, and the student body; to insure collegial governance based on mutual respect of each party; to promote the integrity of Northern Kentucky University; we, the students of Northern Kentucky University, recognizing our rights as members of the University, hereby establish this Student Government Association and its Constitution.

## **ARTICLE I**

### **FUNCTION**

Section 1: The function of the Student Government Association (SGA) shall be to:

- A. Serve as the official representative body of the students.
- B. Protect and promote the rights, as well as advocate for the best interests, of all Northern Kentucky University (NKU) students through listening to our peers, learning about the problems, and acting in order to find solutions.

## **ARTICLE II**

### **DEFINITIONS**

Section 1: Definition of Membership

- A. A member of the Student Government Association shall be defined as any student enrolled at Northern Kentucky University

Section 2: Definition of Quorum

- A. Quorum of the Student Senate is such a number as must be present in order that business can be legally transacted. The quorum refers to the number present, not to the number voting. A majority of the Student Senate plus the Chair (see Article IV, Sec. 1, subsection (A) (2) (a)) shall constitute a quorum with the authority to conduct any and all business unless specified differently within the Constitution.
- B. Neither an abstention nor a proxy vote shall count as a vote.

Section 3: Definition of Majority

- A. A majority shall be defined as one (1) more than fifty percent (50%) of those Senators voting. In the case of a tie, the President shall cast the final vote.

Section 4: Supermajority

- A. A supermajority shall be defined as two thirds (2/3) of those Senators voting.

Section 5: Definition of Student Senate

- A. The term Student Senate shall refer to the entire membership of the Senate, not just those present and voting.

Section 6: Definition of Legislation

- A. Anything proposed before through the Student Senate as a resolution.
  1. Exceptions shall be honorary Resolutions, Executive Orders, Proclamations, or Letters of

## **ARTICLE III**

### **MEMBERSHIP AND QUALIFICATIONS**

#### Section 1: Membership

- A. Membership shall not be refused to any student that is protected by the University's policies and procedures related to nondiscrimination

#### Section 2: Qualifications

- A. Qualifications for the Student Senate, Judicial Council, and SGA Executive Cabinet:
  1. Must be an enrolled student at NKU and in good standing as defined by the University.
  2. Must not have been convicted of a felony in any state.
  3. Must run for election with the declared intention of completing a one (1) year term.
- B. Specific qualifications for the Student Senate and Judicial Council:
  1. Must receive a cumulative GPA of at least 2.25 on a 4.0 scale at the time of election and maintain for the duration of their term.
  2. There shall be no more than thirty (30), but no less than twenty-five (25), Student Senate seats filled.
  3. There shall be five (5) Judicial Council seats elected by the student body.
  4. Must be able to serve a minimum of one (1) weekly office hour.
  5. Must be willing to serve on a minimum of one (1) university standing committee.
- C. Specific qualifications for the Executive Cabinet:
  1. Must be a full-time student at NKU during the term of office, as defined by NKU.
  2. Must stand for election before the entire student body.
  3. Must receive a cumulative GPA of at least .25 above the Student Senate and Judicial Council GPA requirement at the time of election and maintain for the duration of their term.
  4. Must have completed thirty (30) credit hours by the beginning of the fall semester following their election.
  5. Candidates for President and Vice President must comply with Commonwealth of Kentucky Statutes, relating to the Board of Regents membership (KRS 164.321).
    - a. There shall be five (5) Executive Cabinet seats elected by the student body.

## **ARTICLE IV**

### **BRANCHES OF GOVERNMENT**

Section 1: Students of NKU shall be represented by three distinct branches: Executive (Executive Cabinet), Legislative (Student Senate), and Judicial (Judicial Council).

#### A. The Executive Cabinet:

1. The Executive Cabinet shall consist of the President, Vice President, Secretary of Public Relations, Secretary of Administration, and Secretary of Student Involvement.
  - a. These officers are not members of the Student Senate and therefore do not receive the voting rights provided by such membership.
  - b. These officers shall carry out any reasonable action as directed by the President.
  - c. These officers shall maintain a minimum number of office hours per academic week to be determined and agreed upon by the Executive Cabinet before the first week of the Fall Semester.

- d. Shall meet prior to each Student Senate meeting to consider matters brought before the Student Senate.
  - e. Shall be required to attend all Student Senate meetings, as well as all SGA retreats, except when it interferes with the performance of their duties.
  - f. Shall provide transition documents and training to your successor before leaving office.
2. President
- a. The President of SGA is granted the limited rights of chair of the Student Senate as specified in Robert's Rules of Order.
  - b. Shall preside over meetings of the Student Senate and all operations of the Executive Cabinet.
  - c. Shall review all legislation adopted by the Student Senate. The President may veto legislation.
    - i. Legislation approved by the President shall be verified by his or her signature. Failure to sign legislation within ten (10) official school days of passage by the Student Senate constitutes a veto.
    - ii. Legislation vetoed by the President shall be returned to the Student Senate, accompanied by a veto message. A veto may be overridden by a supermajority of the Student Senate at the next Student Senate meeting.
  - d. Shall enter into agreements with agencies and organizations inside or outside the University community. This shall be done on behalf of SGA subject to a majority approval of the Student Senate. If the Student Senate is in recess, a majority approval of the Executive Cabinet shall be used.
    - i. Recess shall be defined as the summer and winter sessions and official University holidays and breaks during the academic year.
  - e. Shall represent the student body on the Board of Regents (KRS 164.321).
  - f. Shall enforce the provisions of the Constitution, the Standing Rules of Order, mandates, legislation, Bylaws of the Student Senate, decisions of the Judicial Council, and referendum of the student body.
  - g. Shall recommend ad-hoc committees and non-voting ex-officio members to the Student Senate for approval by a majority vote of the Student Senate.
  - h. Shall recommend, request, and organize any liaisons that may be deemed necessary or beneficial to the operations of the Student Senate
  - i. Shall be obligated to log a minimum number of hours per academic week.
  - j. Shall possess the authority to require written reports from Executive Cabinet members as he or she deems necessary.
  - k. Shall recommend students for appointment to University standing committees through the Dean of Students for appointment by the University president.
  - l. Shall represent SGA on the Student Fee Allocation Board.
  - m. Shall represent NKU on the Board of Student Body Presidents (BSBP) and the Regional Board of Student Body Presidents (RBSBP).
3. Vice President
- a. Shall act in place of the President in the absence of, or at the request of the President.
  - b. Shall recommend to the President Student Senate Committee Chairs and Student Senate members to the respective committees, to be approved by a majority of the Student Senate.
  - c. Shall serve as the SGA representative at Faculty Senate and Staff Congress meetings. If unable to fulfill this duty, the Vice President may select an alternate student representative to serve in this capacity.
  - d. Shall coordinate the SGA retreat with the Advisors, to be held before the start of the fall

- academic semester following elections.
  - e. Shall coordinate the SGA banquet, to be held at the conclusion of the spring semester.
  - f. Shall be obligated to log a minimum number of office hours per academic week.
4. Secretary of Public Relations
    - a. Shall in conjunction with the President, serve as the official spokesperson for SGA.
    - b. Shall prepare and coordinate all external SGA publicity.
    - c. Shall coordinate and assist in public relation efforts of all Student Senate committees.
    - d. Shall oversee all SGA-related media.
    - e. Shall coordinate all communication with other institutions.
    - f. Shall be obligated to log a minimum number of office hours per academic week.
    - g. Shall assist in the publicity of all election notices and materials.
    - h. Shall coordinate with the University Administration on the student discount program, “NorseRates”.
  5. Secretary of Student Involvement
    - a. Shall coordinate and facilitate communication with student organizations.
    - b. Shall represent SGA on the Student Fee Allocation Board.
    - c. Shall chair and attend regularly scheduled meetings of the Legacy Fund Committee and Programming Activities Grant Committee.
    - d. Shall be obligated to log a minimum number of office hours per academic week.
    - e. Shall serve as the official liaison with the Office of Student Engagement.
  6. Secretary of Administration
    - a. Shall provide Student Senate meeting agendas.
    - b. Shall discuss and distribute the attendance policies for Student Senate and Executive Cabinet members.
    - c. Shall compile and maintain records of attendance and voting.
    - d. Shall compile and maintain permanent records of minutes and agendas. The Office of the Dean of Students shall serve as the official repository of all SGA records.
    - e. Shall consult with the Advisors on the academic status of all SGA members.
    - f. Shall maintain the SGA budget in collaboration with the Office of the Dean of Students.
    - g. Shall oversee all membership and recruitment efforts.
    - h. Shall oversee the application process for all SGA appointments.
    - i. Shall be obligated to log a minimum number of office hours per academic week.
    - j. Shall ensure that the minutes of the previous meeting are received at least twenty-four (24) hours prior to the next SGA meeting.
    - k. Shall oversee the maintenance of the SGA website.
  7. Chief of Staff
    - a. Shall be appointed by the President and approved by a majority vote of the Student Senate.
    - b. Shall serve as a non-voting ex-officio member of SGA, unless the appointee is already a member of the Student Senate.
    - c. Shall ensure the productivity of committees by coordinating tasks with the Committee Chairs.
    - d. Shall be responsible for all legislation format, grammar, and organization.
    - e. Shall be obligated to log a minimum number of office hours per academic week.
    - f. Shall distribute and educate parliamentary procedure to the Student Senate.
    - g. Shall be responsible for the maintenance of the office and coordination of office hours.
    - h. Assigned other responsibilities at the discretion of the SGA President.
    - i. Shall be responsible for tracking and coordinating the implementation of passed resolutions.

- j. Shall coordinate efforts with the Office of Government, Corp & Foundation Engagement on issues facing Higher Education and the Student Body.
  - k. Shall organize events with the Board of Student Body Presidents (BSBP) and the Regional Board of Student Body Presidents (RBSBP).
  - l. Shall manage advocacy efforts with Highland Heights, Campbell County, and the Commonwealth of Kentucky
8. Filling Vacancies
- a. Board of Regents Vacancy:
    - i. If the President does not maintain his or her position as SGA President, a special election to select a full-time student member of the Board of Regents shall occur (KRS 164.321(8) (a)).
    - ii. This special election shall be held no later than twenty (20) official school days after said vacancy.
    - iii. The student elected shall fulfill the remainder of the Student Regent term of office, but shall not assume the duties of the President of SGA unless the elected person is the current Vice President.
  - b. If a vacancy shall occur in the Presidency, the Vice President shall assume the office of the President. A written letter of vacancy by the outgoing President must be provided in order to declare a vacancy in the presidency. If, for some reason, a letter cannot be obtained, a supermajority vote of the Student Senate will serve to declare the vacancy.
  - c. In the event that the President and Vice President resign, the Student Senate shall, by a supermajority vote, elect an acting President until such a time as a special election can be held for the office of President and Vice President.
    - i. This special election shall not be later than twenty (20) official school days after said resignations.
  - d. If a vacancy should occur in the Executive Cabinet, other than the Presidency, the President shall appoint an individual to fill the vacancy, approved by a supermajority vote of the Student Senate.
    - i. The appointed individual shall assume the said office until the next regularly scheduled election.
    - ii. The appointed individual shall meet all qualifications for the Executive Cabinet prior to appointment.
- B. The Student Senate
- 1. Senate Powers and Duties
    - a. Shall attend all meetings of the Student Senate.
    - b. Shall attend and participate in all of their respective committee meetings and SGA retreats during their term of office.
    - c. Shall serve on an SGA Student Senate committee as recommended by the Vice President to the President.
    - d. Shall serve on a University standing committee at the recommendation of the President of SGA or appointment by the University President.
  - 2. Filling Vacancies
    - a. Should any vacancies occur in the Student Senate, they shall be filled through appointment by the President with a supermajority vote of the Student Senate. Those individuals shall assume their respective position until the next regularly scheduled election. All appointed Student Senate members shall fulfill the same requirements as those for a candidate of the respective office.
    - b. Should any vacancies occur in the Student Senate after the Spring elections conclude, but before the Fall semester session begins, the individual(s) with the next highest

- amount of votes in the Spring elections shall be appointed by the President.
- c. Should any vacancies occur in the Student Senate they are not required to be filled until the total amount of senators falls below twenty-five (25). However, vacancies can be filled under the discretion of the President before the total amount of Senators falls below twenty-five (25).
  - d. Following the first meeting of the fall semester, if any Senate vacancies occur the Executive Cabinet shall announce and publicize vacant positions to the student body and provide a period of no less than five (5) official school days for candidates to file for consideration.
    - i. Members of the Executive Cabinet then have five (5) official school days to interview and appoint applicants.
  - e. At the beginning of the Spring Semester, if the Student Senate is not at the full capacity of 30 Senators, and the Executive Cabinet has received more applications than vacancies, then the President and Executive Cabinet will recommend enough candidates to fill the Senate to be approved. However, if the Executive Cabinet does not have more applicants than vacancies, then the President and Executive Cabinet will recommend the candidates they do have to the Senate for approval and leave the application open until the Student Senate is filled to capacity of 30 Senators.
3. Student Senate Committees
- i. Student Senate committees shall be reviewed on an annual basis to check for continued relevance and mission
  - a. Academic Affairs Committee
    - ii. Shall address concerns regarding policies, programs, and initiatives regarding student academic success.
    - iii. Shall give reports to the Student Senate on emerging university programs regarding academic success.
  - b. University Improvements Committee
    - i. Shall address the student perspective of campus beautification and capital projects.
    - ii. Shall address parking, food service and space concerns.
    - iii. Shall address concerns pertaining to the quality of life on campus.
  - c. Student Rights Committee
    - i. Shall address grievances made by the student body.
    - ii. Shall review the Code of Student Rights and Responsibilities and provide the Dean of Students with any concerns or issues resulting from said review.
    - iii. Shall review university policies that may affect the rights of students.
    - iv. Shall recommend and draft any amendments to the SGA Constitution or Bylaws regarding Student Rights.
  - d. Ad Hoc Committees
    - i. Shall be recommended by the President when a specific necessity arises. The purpose and need of such committees must be clearly defined by the President.
    - ii. When the President deems the purpose to be fulfilled, the committee shall be dissolved.
    - iii. Ad hoc subcommittee chairpersons and committee members may be any member of the student body in good standing as defined by the University.
    - iv. The chairperson shall serve as a non-voting ex-officio member of the Student Senate for the duration of the chairmanship, unless they are already a member with voting privileges.
  - e. Committee Chairs
    - i. The President, with consultation of the Vice President, shall appoint chairs and



members of the Student Senate committees with a majority approval by the Student Senate.

1. Shall direct and oversee legislation within the purview of his or her committee.
2. Shall only be eligible to vote in his or her committee in case of a tie.

### C. Judicial Council

#### 1. Membership

- a. The SGA President, with the consultation of the Executive Cabinet and with a majority vote of the Judicial Council and majority vote of the Student Senate, shall appoint a chairperson from the Judicial Council membership to be designated Chief Justice.
- b. The Chief Justice shall serve as a non-voting ex-officio member of the Student Senate.
  - i. The Chief Justice shall attend all regularly scheduled meetings of the Student Senate and the Executive Council.
  - ii. The Chief Justice shall preside over the meetings of the Judicial Council.
  - iii. The appointment of Chief Justice shall occur by the second (2<sup>nd</sup>) meeting of the fall semester or within ten (10) official school days following the resignation or impeachment of the current Chief Justice.
    1. The Judicial Council shall select an interim Chief Justice until a replacement is appointed by the President and confirmed by a supermajority vote the Student Senate.
  - iv. Shall maintain the office for no longer than two (2) consecutive year-long terms.

#### 2. Judicial Council Powers and Duties

- a. Shall attend all meetings of the Judicial Council, which shall be set by the Chief Justice. Meetings of the Judicial Council shall be open to all interested parties.
- b. Shall attend all SGA Retreats during their term of office and shall attend all regularly scheduled meetings of the Student Senate.
- c. Shall review and approve the election rules and guidelines as recommended by the Election Commission; shall confirm dates for all elections.
  - i. Election rules and guidelines shall be submitted to the SGA Advisors for their review prior to the release of candidate election packets.
- d. Shall be assigned to a committee and will assist Senators in that committee with research for SGA initiatives.
- e. Shall create and retain up-to-date contacts with comparison institutions.
- f. Shall review all constitutional and by-law amendments before the second reading of proposed changes takes place.
  - i. Failure to supply a report to the Student Senate within five (5) official school days on the proposed amendment, the Student Senate shall assume that the amendment is constitutional.
- g. When any question of the Constitution shall arise, the Judicial Council shall define the meaning of the Constitution to the SGA within five (5) official school days.
  - i. If the SGA is aggrieved by the Judicial Council interpretation, it may appeal to the Office of the Dean of Students within five (5) official school days for a final determination.
- h. If a student concludes that an action of the SGA is unconstitutional, he or she may appeal in writing by means of the Office of the Dean of Students and no more than thirty (30) official school days following the SGA action, to the Judicial Council which shall review the appeal and make a decision.
  - i. The Judicial Council must conduct a hearing and render a decision on such an appeal within ten (10) official school days after the appeal is submitted unless an extension

- is necessary or reasonable due to the circumstances of the case.
  - ii. If the Judicial Council decides that the said action is unconstitutional, the SGA must revoke the action and nullify any actions or legislation taken pursuant to the revoked action unless an appeal is filed within five (5) official school days with the Office of the Dean of Students.
  - iii. If the student is aggrieved by the Judicial Council interpretation, he or she may appeal to the Office of the Vice President of Student Affairs within five (5) official school days for a final determination.
  - iv. Shall ensure all voting/polling areas are staffed by Senators and Justices serving their office hours or at another designated time.
3. Filling Vacancies
- a. Any vacancies occurring on the Judicial Council shall be filled through appointment by the President with a supermajority of the Student Senate. Those individuals shall assume their respective position until the next regularly scheduled election.
  - b. Should any vacancies occur in the Judicial Council after the Spring elections conclude, but before the Fall semester session begins, the individual(s) with the next highest amount of votes in the Spring elections shall be appointed by the President.

#### Section 2: Terms of Office

- A. A term of office shall be one (1) academic year.
- B. All officials elected in the spring election shall assume office at the last regularly scheduled meeting of the spring semester following the oath of office delivered by the Chief Justice.
- C. All officials elected in the fall election shall assume office at the first regularly scheduled meeting after the fall election following the oath of office delivered by the Chief Justice.
- D. The Student Regent shall assume this position following the oath of office for said position at the month of July Board of Regents meeting.

#### Section 3: Advisors

- A. The Student Government Association shall be advised under the division of Student Affairs.
  - 1. Advisors shall be appointed by the Vice President of Student Affairs. The Office of the Dean of Students shall act as the official account manager for the Student Government Association budget.
- B. Duties and Responsibilities
  - 1. Along with the Dean of Students, shall serve as the liaison between SGA and NKU administration.
  - 2. Shall provide counsel to SGA toward its goals and in meeting its objectives.
  - 3. Shall attend SGA meetings unless it interferes with his or her other duties as a University administrator.
  - 4. Shall serve as a resource to SGA regarding university policies, regulations and parliamentary procedures.
  - 5. Shall oversee the efforts of the Secretary of Administration regarding financial matters, and shall review and approve all SGA expenditures.
  - 6. Shall coordinate elections in conjunction with the Judicial Council and the Election Commission.
  - 7. Shall ensure that university regulations, institutional policies, federal, state laws, and the SGA Constitution and Bylaws are upheld and adhered to by the SGA and shall take any reasonable or prudent steps necessary to ensure compliance and protect SGA, students and the institution.
  - 8. Shall review and approve all contracts and external agreements to be entered into by SGA.

9. Shall ensure that all members of SGA adhere to the minimum qualifications of their positions and shall remove those who fail to maintain said qualifications.

## **ARTICLE V**

### **ELECTIONS**

#### Section 1: Election Schedules

##### A. Elections of Positions

1. The President, Vice President, Secretary of Administration, Secretary of Student Involvement, and Secretary of Public Relations shall be elected in the spring.
  - a. Candidates for President and Vice President may run as a slate.
2. Twenty-five (25) Senators shall be elected in the spring.
3. Five (5) Senators who are in their first semester enrolled at Northern Kentucky University after graduating high school or receiving a GED shall be elected in the fall.
4. Five (5) Justices shall be elected in the spring.
5. No Candidate may declare candidacy for more than one (1) elected office during any SGA election.

##### B. Election Dates

1. Fall elections shall be held on the first Wednesday and Thursday of September.
2. Spring elections shall begin on the last Wednesday of March.
3. Elections shall start at 8:00 am on Wednesday and end at 10:00pm on Thursday.

#### Section 2: Election Commission

##### A. Election Commission Rules and Guidelines

1. No current executive officer, senator or justice of the SGA may serve on the Spring Election Commission. No one running for election or having a significant relationship to a candidate (i.e. family, significant other, etc.) may serve on the Commission. Commission members who file for office at a later date or are determined to have a significant relationship to a candidate will be removed from the Commission by the Judicial Council. The Judicial Council shall appoint new members to the Commission if vacancies occur.
2. The Election Commission shall be responsible for the following:
  - a. Approving Election Rules and Guidelines
  - b. Drafting election rules and guidelines,
  - c. Providing final election rules and guidelines recommendations to the Advisors,
  - d. Preparing election packets,
  - e. Deciding when election packets shall be distributed for the fall and spring elections.
  - f. Resolving questions or concerns regarding how elections are to be held,
  - g. Enforcing election rules
  - h. Creating election ballots,
3. The Election Commission will serve as the initial interpreter of all disputes involving election rules and guidelines.
4. The Election Commission may take action by a majority vote of those present and voting.
5. The Election Commissioner or his or her designee and the Dean of Students or his or her designee shall certify the election and publish all election results.

##### B. Fall Election Commission

1. For the fall election, the Chief Justice shall stand as Election Commissioner and shall approve the election rules and guidelines on behalf of the student body. The Election

Commission for the fall election shall consist of the Chief Justice and Judicial Council.

2. Any decision of the Election Commission may be appealed to the Office of the Dean of Students within 5 official school days.

C. Spring Election Commission

1. By the beginning of the third full business week of the spring semester, the Chief Justice, in consultation with the Judicial Council, shall provide the advisors a list of ten (10) individuals, from the student body, of which the Dean of Students shall select five (5) to serve on the Election Commission to be reviewed by the Dean of Students and ratified by a majority vote of the Judicial Council.
2. The Judicial Council and the Dean of Students shall ensure that the Commission represents a broad and diverse range of student constituencies.
3. Any decision of the Election Commission may be appealed to the Office of the Dean of Students within five official school days.
4. An Election Commissioner shall be chosen by a majority vote of Commission members. The Commissioner shall schedule and chair Election Commission meetings and meet regularly with the Dean of Students on all matters relating to SGA elections.
5. The advisors of the Student Government Association may serve in an advisory capacity to answer any questions for the Election Commission.

Section 3: Election Rules and Guidelines

A. Applicable to fall and spring elections

1. Election Packets are due five (5) official school days prior to the beginning of the fall and spring elections.
2. Use of university listservs and phone rosters is strictly prohibited.
3. Candidates may present their platform for election via the SGA website to be approved and administered by the Office of the Dean of Students. This submission shall be limited to 200 words. Deadlines for submission will coincide with the due date of election packets.
4. No type of campaign material may be libelous in nature.
5. Any dispute involving election rules and guidelines must be submitted in writing to the Dean of Students.
6. All materials and posting of materials must follow established University policies.

B. Applicable to Fall Elections

1. The previous spring election rules and guidelines shall be enforced during the following fall election.
2. Any dispute shall be brought before the Judicial Council who shall stand as the Election Commission for the fall election.

C. Applicable to Spring Elections

D. Spring election rules and guidelines must be made available to the Judicial Council from the Elections Commission by February 1.

1. The Judicial Council must approve spring election rules and guidelines approval by February 15. If the packet is not approved by this date, the most recently enacted guidelines shall be enforced.
2. Election packet due dates shall be determined by the Judicial Council.

E. Election Regulation and Grievance Procedures

1. The Judicial Council shall have jurisdiction in cases involving alleged infractions of the election regulations under the constitution.
2. Any grievance made by a student or a member of the Board of Regents must be filed in writing and turned in to the Office of the Dean of Students within three (3) official school days following the election. Within three (3) official school days following the date on

- which the grievance was filed, the Judicial Council must conduct a hearing on said grievance. A decision on the matter needs to be decided within three (3) official school days.
3. The Judicial Council may declare a candidate disqualified or an election void if there is evidence of violations of standing election guidelines, fraud, and corrupt practice in the voting, the miscounting of votes, significant campaign violations, or ineligibility regarding a candidate's qualifications.
  4. If a party is aggrieved by a decision of the Judicial Council, that party may further appeal, for final determination of the matter, to the Office of the Dean of Students within three (3) official school days of the Judicial Council's decision for final determination of the matter.

## **ARTICLE VI**

### **MEETINGS**

#### Section 1: Regular Meetings

- A. Shall be held at least once per week during the fall and spring semesters, unless the University is closed or has a planned holiday that conflicts with the normally scheduled Student Senate meeting, to carry out the business of the Student Senate. A special meeting may be called by the President or upon petition by a majority of the Student Senate. Sufficient notice shall be given to the student population no less than three (3) official school days prior to the meeting unless extraordinary circumstances occur.
- B. All meetings shall be open to the academic community. Any person recognized by the chair may participate in the discussion and raise any questions. A majority vote of those present and voting in the Student Senate also allows participation for specific individuals who wish to speak.
- C. Legislation presented for the Student Senate's consideration must be introduced, seconded, and voted upon by members of the Student Senate.
- D. The Student Senate may meet as a committee of the whole in closed sessions, but may take no action. The official advisor shall be in attendance whenever possible.

## **ARTICLE VII**

### **IMPEACHMENT AND REMOVAL PROCESS**

#### Section 1: Impeachment

- A. Grounds for Impeachment
  1. Any member of the SGA that has repeatedly neglected his or her duties or who has committed any act that has brought discredit to the student body, is subject to impeachment. Neglected duties subject to impeachment include, but are not limited to, not fulfilling office hours, acquiring three (3) or more unexcused absences in a semester, and not attending retreats or other mandatory events. The SGA advisor shall determine approved absences.
- B. Impeachment Process
  1. A petition for impeachment proposed at a regularly scheduled meeting, seconded, debated and signed by a supermajority of the Student Senate, shall constitute an impeachment. This petition must contain grounds for impeachment.
  2. Any SGA member impeached shall stand for possible removal by the Judicial Council. The Judicial Council will consider the impeachment charges and consider removal of the official member through a private hearing with the person(s) involved within three official school

days.

C. Removal Process

1. All removal proceedings of executive officers, senators, or Justices shall be handled through the Judicial Council. The Chief Justice will serve as a moderator for these proceedings.
2. An author of the formal impeachment petition shall present evidence before the Judicial Council during the removal hearing.
  - a. The individual impeached shall represent herself or himself at the removal hearing.
3. The Dean of Students or his or her designee must be present at all removal hearings.
4. A majority vote of the Judicial Council shall constitute a decision.
  - a. In the case of a Justice's impeachment, he or she may not vote on the matter of his or her own impeachment.
  - b. In the case of no decision being made by the Judicial Council during the impeachment of a Justice, the Dean of Students shall cast the final vote on the matter.
5. A Justice or committee member will be disqualified and removed by the Judicial Council when sufficient proof of conflict of interest is established in the preliminary motions. A Justice or committee member may, with cause, remove himself or herself from a case.
6. The Judicial Council shall establish its own procedures in accordance with the provisions of the constitution.
7. Any decision made by the Judicial Council shall be based on substantial evidence relating to:
  - a. Unfulfilled duties as defined in this Constitution or the bylaws of SGA.
  - b. Any actions deemed as causing defamation or damages to the status of SGA.
8. Both parties may appeal the decision of the Judicial Council to the Dean of Students within three (3) official school days of the Judicial Council's decision for final determination of the matter.
9. Once any member is removed, he or she may not return to, or be affiliated with the Student Government Association for the remainder of their tenure as a student at NKU.

## **ARTICLE VIII**

### **STUDENT INITIATIVE, REFERENDUM, AND RECALL**

#### Section 1: Student Initiative Powers

- A. The student body reserves the power to propose any act, measure or motion; or propose and enact amendments to the SGA Constitution and Bylaws by referendum independent of SGA. In addition, the student body has the authority to adopt or reject any measure, act or motion passed by SGA, and to recall any member of the SGA.
- B. A petition for enactment of some bill or provision, or a repeal of current SGA legislation, or recall of a member of SGA, must adhere to the following provisions:
  1. The petition is signed by no less than three percent (3%) of the current student body.
  2. Must be filed with the Office of the Dean of Students and the Judicial Council.
- C. The Judicial Council shall declare a referendum or recall to be held no sooner than fifteen (15) official school days and no later than thirty (30) official school days for the purpose of voting on the measure. There must be sufficient notice provided to the student body before a vote can occur. The Office of the Dean of Students shall take whatever action is necessary to ensure adequate notice.
- D. For a referendum to pass, it must receive a majority vote in an election and is subject to approval by the Vice President of Student Affairs, the President of the University, and the Board

of Regents (KRS 164.350).

## **ARTICLE IX**

### **RULES OF ORDER**

Section 1: Robert's Rules of Order Newly Revised (latest edition) shall govern the conduct of the meetings. The Constitution shall take precedence over Robert's Rules of Order in any conflicting issue.

Section 2: All legislation must adhere to the following prescribed procedures:

- A. Shall be distributed in writing to the Student Senate at least 24 hours prior to the first reading at a regularly scheduled Student Senate meeting.
- B. Shall be formally introduced to the body by a first reading before the Student Senate.
- C. Shall stand for a vote following a second reading before the Student Senate. This meeting shall occur no sooner than five (5) official school days following the first reading.
- D. Shall be passed by a majority vote of the Student Senate.

## **ARTICLE X**

### **AMENDMENTS TO THE CONSTITUTION**

Section 1: Constitutional amendment proposals and ratification

- A. Proposals will be accepted for consideration and possible ratification from:
  1. The Student Senate following a supermajority vote, or
  2. A student petition signed by three percent (3%) of the student body, or
  3. The Board of Regents.
- B. Ratification to the Constitution must adhere to the following provisions:
  1. Must be reviewed by the Vice President of Student Affairs and the President of the University with his/her recommendations submitted to the Executive Council, and
  2. Must receive a (2/3) majority vote from the Student Senate, and
  3. Must receive a majority vote in a student body election, and
  4. Must be approved by the Board of Regents (KRS 164.350).

## **ARTICLE XI**

### **BYLAWS**

Section 1: In order to further the goals of SGA, bylaws to this Constitution are established by the Student Senate.

- A. Amendments to the bylaws must follow the legislative process and will be passed by the Student Senate by a supermajority vote following a second reading.
- B. In no way may any bylaw contradict this Constitution.

## **ARTICLE XII**

### **LIMITATIONS**

Section 1: Nothing in this Constitution shall be construed in such a manner as to be in conflict with law (federal and state), university policy, or the bylaws and regulations of the Board of Regents of NKU.

- A. No proposed legislation is in order that conflicts with the laws of the nation or state, University regulations or policies, or with SGA's Constitution or bylaws, and if such proposed legislation is adopted, even by a unanimous vote, it is null and void.
- B. The NKU Board of Regents may amend or repeal any portion of this Constitution or action of SGA when, in the judgment of the Board, the interests of the university may require it.
- C. This Constitution supersedes all previous constitutions. All bylaws now in effect and not in conflict with any provision of this Constitution are hereby declared to be binding and valid.



**By-Laws**  
of the  
**Student Government Association**  
of  
**Northern Kentucky University**

Pending Approval

## **1. Membership Requirements**

- I. Attendance
  1. Representatives shall be required to attend all meetings of the Senate.
- II. Committee Work
  1. Senators shall be required to serve on at least one (1) standing committee of the University and/or standing committee of SGA.
- III. Miscellaneous Requirements
  1. Each member of the Senate shall work at least one (1) hour during each general or campus-wide election, unless that member is a candidate in that election.
  2. Each member of the Senate shall be required to serve at least one (1) office hour in the SGA office per week during the regular academic year working on SGA related causes. There will be no office hours required during holidays, breaks, or the week of final exams.
  3. Each member of the Senate shall be required to represent a group of student organizations per S.O.R.P. (See 10. Miscellaneous)

## **2. Committees**

- I. Committee Membership Requirements
  1. Membership and chairmanship of an SGA standing committee is restricted to Senators and Justices. All chairperson positions shall be semester terms.
  2. Ad hoc subcommittee chairpersons and committee members may be any member of the student body in good standing.
  3. All SGA standing committees shall be required to have at least two (2) members.
  4. Members of the committee shall be required to attend all scheduled committee meetings.
  5. Committee Chairpersons must report committee meeting absences to the Secretary of Administration.
- II. Chairperson's Authority
  1. The chairperson shall retain final authority over the committee, and shall be responsible for the actions of the committee.
    - a) Committee members shall be responsible for all assignments given to them by the committee chairperson.
    - b) Committee members shall be in regular communication with their chairperson in regards to all assignments.
  2. The chairperson shall be responsible for reporting to the Vice President and the SGA on the actions of the committee.
  3. The chairperson shall be responsible for working with the Chief of Staff and their committee members for all proposed, pending, and final legislation.
  4. The chairperson shall be the repository of all working documents of the committee and shall be responsible for submitting those documents for review.

5. The chairperson shall have the authority to name a Vice Chair, who will serve in the absence of the chairperson. Furthermore, this extends to the Chief Justice who will name a Deputy Chief Justice.

### **3. Functions of the Senate:**

#### I. Budget Approval

1. The Senate shall approve or disapprove any budget submitted to it by the Executive Board within the first two meetings of the semester.
2. The Senate shall have the power to appropriate monies necessary to carry out its actions.
3. The Senate shall have the power to disapprove any monies spent by the Executive Board or the committee chairpersons not appropriated by the Senate, provided they show just cause.
4. The Senate shall be provided a detailed report of all expenditures from the SGA budget each semester. However, a report may be provided upon request, by the Senate with a minimum notice of (1) one business week.

#### II. Legislative Functions

1. The SGA membership reserves the right to enact legislation on behalf of the student body.
  - a) All resolutions must be submitted to the Secretary of Administration by 4:30 P.M. on the day before the next regularly scheduled Executive Board Meeting.
2. Only the Board of Regents, the SGA Senate, and the process of student recall can overturn a constitutional act of the SGA.
3. This legislation, provided it is not in conflict with the constitution of the SGA, shall be effective throughout the student body.

### **4. Method of Meeting**

#### I. Agenda

##### A. Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Reading of Minutes
5. Open Session
6. Liaison Reports
7. Executive Board Reports
  - a) Secretary of Public Relations

- b) Secretary of Student Involvement
- c) Secretary of Administration
- d) Vice President
- e) President
- 8. Committee Reports
  - a) Academic Affairs
  - b) Student Rights
  - c) University Improvements
- 9. Ex-Officio Reports
- 10. Advisors Reports
- 11. Old Business
- 12. New Business
- 13. Announcements
- 14. Adjournment

II. Time and Place of Meeting

- 1. All regular meetings of the Student Government Association [SGA] shall be held on Monday of each week, at 3:30 P.M. during the regular school year, provided it is an official school day.
- 2. All regular meetings of the SGA shall, when possible, be held in the Governance Room in the Student Union.

III. Definitions

A. Definition of Quorum

- 1. A majority of the Senate, excluding vacancies, shall constitute quorum with the authority to conduct business, as provided for in the SGA Constitution.

B. Definition of Vote Margin

- 1. The vote on motions to adjourn, to approve officers or their actions shall be determined by those Senators present and voting at the meeting.
- 2. The vote on any other matters and business before the SGA shall be determined by the total votes cast by those Senators present and voting.

IV. Adoption of Standing Rules

- 1. The SGA shall establish any standing rules of order it deems fit for the orderly process of business.
- 2. These standing rules shall not conflict with any of the bylaws adopted herein.

**5. Standing Rules of Order:**

I. Respect and Courtesy

- 1. The first rule of order, it shall be remembered, is respect and common courtesy for one another.

II. Suspension of the Rules

1. The order of business shall be observed at all regular meetings of the SGA. A two-thirds vote of all present members may suspend the rules for a special purpose.

III. Waiving the Reading of the Minutes

1. A majority of those members present may waive the reading of the minutes.

IV. Supplemental Rules of Order

1. Robert's Rules of Order, Newly Revised, shall be used for all areas not specifically encompassed by the SGA Constitution, SGA Bylaws, or Standing Rules of Order.

**6. Meeting Attire**

I. Definitions

A. Business Casual Meeting

1. A business casual meeting attire shall be comprised of the appropriate dress. Please refer to the following categories for requirements for pants, shoes, tops, jewelry, and hats.

B. Casual Meeting

1. A casual meeting shall be determined by a passed motion, from a Senator in an SGA meeting, or through an executive order by the President.

II. Attire

A. Pants

1. Skirts or slacks (within reasonable color); no denim jeans, no shorts
  - a) Skirts or Dresses must be of appropriate length
  - b) Belt is required with slacks

B. Shoes

1. Non-athletic shoes (including appropriately presentable boat shoes), no flip-flops, no casual open-toed shoes.

C. Tops

1. Collared shirts, sweaters, vests, blouses, turtlenecks and dresses are acceptable.
2. No spaghetti straps, no strapless shirts, no sleeveless shirts, no shirts with slogans or graphic art (with an exception to SGA sponsored apparel, within guidelines), no t-shirts (unless meeting is predetermined by Senate or Executive Order to be held as a "casual meeting").

D. Headwear

1. No hats
2. Religious headwear is permitted.

III. Enforcement

1. Any person in non-business attire shall be either dismissed from the meeting with an unexcused absence, or may be permitted to stay without voting authority and will be assessed an unexcused absence.
2. Any Senator has the authority to report violations to any elected officer.

3. The President has final say in any disputes concerning definition of “business casual”.

## **7. Legislative Procedure**

- I. Committee Chair Consultation
  - A. Submissions
    1. Resolution may be submitted by individual Senator or Committee (represented by the chair)
  - B. Chair Review
    1. Chair shall review the research and language of proposed resolutions with their sponsoring Senator.
    2. Committee chair shall meet with Chief of Staff and Executive Board for review.
- II. Chief of Staff Review
  1. Chief of Staff shall review grammar and spelling as well as format consistency with all legislation.
  2. Chief of Staff shall return updated resolution to the sponsoring Senator via e-mail within twenty-four (24) hours after the Executive Board meeting.
  3. Sponsoring Senator submits resolution to Secretary of Administration, via e-mail, to be placed on Meeting Agenda.
  4. Secretary of Administration e-mails resolution to Senate 24-hours prior to Meeting (after Executive Board Review).
- III. Executive Board Review
  1. Executive Board offers advice to Committee Chair on resolution.
  2. Committee Chair and/or Chief of Staff consults with sponsoring Senator regarding Executive Board’s review.
  3. Sponsoring Senator resubmits resolution to Chief of Staff via email for First Reading.
  4. Chief of Staff shall pass the resolution on to the Secretary of Administration to submit with the minutes and agenda for the next SGA Meeting.
- IV. First Reading
  1. Committee Chair shall announce resolution, along with any accompanying comments, in their respective report.
  2. Under “New Business,” Committee Chair or Sponsoring Senator reads before the Senate.
    - a) Suggestive (non-motioned) amendments may be offered prior to the second reading.
  3. Sponsoring Senator is responsible for acceptance or denial of ALL suggestive amendments proposed.
  4. The amended resolution must be submitted, via e-mail, to the Secretary of Administration by 4:30 P.M. the Thursday prior to Second Reading

5. Secretary of Administration e-mails amended resolution to Senate 24-hours prior to meeting.

V. Second Reading

1. Committee Chair shall announce resolution in their report.
2. Under “Old Business”, Chair or sponsoring Senator reads amended copy before the Senate.
3. ONLY motioned amendments may be offered at this time.
4. Upon a “Call to Question”, the resolution is read as amended and a “Motion to Accept Resolution as Read” may be made.
5. Sponsoring Senator must submit final amended copy to Chief of Staff immediately following vote.

VI. Resolution Final Formatting

1. Chief of Staff enters amendments into final copy and notes as “PASSED”, “FAILED”, or “TABLED” as well as the appropriate resolution number following the appropriate format “Year-Year.##”.
2. Chief of Staff shall place on the President’s desk for Consideration.
  - a) No legislation shall be submitted to the President unless ALL other signatures on the resolution are made.
  - b) Failure by a Senator to sign their resolution may result in a pocket veto.

VII. President’s Consideration

A. Signs or Vetoes

1. If not signed after (10) ten days of Senate passage, the Resolution is considered pocket vetoed.
2. If veto occurs, Chief of Staff shall note as “VETOED” until overturned by Senate.

**8. Adoption and Amendments of Bylaws**

I. Adoption/Amending

1. These Bylaws shall be considered adopted and/or amended upon a supermajority vote of the Senate following a second reading.

II. Timeline of Implementation

1. These Bylaws shall become effective immediately after adoption.

III. Conflict of Constitution

1. These Bylaws shall not be construed or amended in such a manner as to be in conflict with the SGA Constitution.

**9. Payment of Officers**

I. President

1. The President shall be offered on-campus housing and a meal-plan for the entirety of his/her term, not to be paid via the SGA budget.

2. The President shall be paid minimum wage for each of his/her mandatory hours.
- II. Vice President
    1. The Vice President shall be paid minimum wage for each of his/her mandatory hours.
  - III. Secretary of Public Relations
    1. The Secretary of Public Relations shall be paid minimum wage for each of his/her mandatory hours.
  - IV. Secretary of Student Involvement
    1. The Secretary of Student Involvement shall be paid minimum wage for each of his/her mandatory hours.
  - V. Secretary of Administration
    1. The Secretary of Administration shall be paid minimum wage for each of his/her mandatory hours.
  - VI. Chief of Staff
    1. The Chief of Staff shall be paid minimum wage for each of his/her mandatory hours.
  - VII. Chief Justice
    1. The Chief Justice shall be given a stipend of \$300 per semester.
  - VIII. Committee Chairs
    1. Each committee chair shall be given a stipend of \$300 per semester.



## **10. Miscellaneous Bylaws**

### **I. Distribution of Documents**

1. The SGA Secretary of Administration shall provide members with a copy, online or physical, of the Constitution, Bylaws, and Membership roster within two (2) weeks of appointment.

### **II. Town Hall Forums**

1. The Student Government Association shall hold Town Hall Forums throughout the academic year in order to address the needs or concerns of the student body.

### **III. Student Organization Constitution Outreach Program (S.O.C.O.P)**

1. The Chief Justice, in conjunction with the Judicial Council, shall maintain the Student Organization Constitution Outreach Program. This program is designed to reach out to Student Organizations that need or request help with the restructuring and organization of their constitution and bylaws.

### **IV. Student Organization Representative Program (S.O.R.P)**

1. The Secretary of Student Involvement, in conjunction with the Senate, shall maintain the Student Organization Representative Program. This program serves as a way for Student Organizations to directly voice their comments, questions, and concerns to the Student Government Association.

### **V. Campus Beautification and Safety Walk**

1. The Student Government Association shall hold Campus Beautification and Safety Walks throughout the academic year. These walks will be held to review our overall campus safety, as well as appeal, in order to see what can be improved and how we are performing as a campus.

**RECOMMENDATION:**

That Jakki Haussler receive an Honorary Doctorate of Laws. The recommendation comes from the Honorary Degree Committee and has been approved and endorsed by the Provost and Executive Vice President for Academic Affairs, as well as the President.

**BACKGROUND:**

Ms. Haussler is a member of Chase's Board of Visitors and Founding Partner of Chase's Transactional Law Practice Center. She has been an outstanding supporter of our University, and she has dedicated her expertise to serve our students.

Ms. Haussler has been quite successful in finance. She is the Founder and CEO of Opus Capital Management, a registered investment advisory firm. In that role, she provides executive oversight, corporate strategy, and directs the marketing and client service areas of the firm. Prior to co-founding Opus in 1996, she held positions as managing director of Capvest Ventures, partner at Adena Ventures Fund, managing director of an investment banking firm, partner of Blue Chip Venture Company, and a position in the mergers and acquisitions/financial analysis division of Cincinnati Bell Inc.

Ms. Haussler is a graduate from the University of Cincinnati and the Chase College. In 2007, she was awarded the Chase Alumni Association's Professional Achievement award. She has served in various roles as a chairperson board member of several organizations from Morgan Stanley Funds, the Cincinnati Women's Executive Forum and Victory Funds Investment.