

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA



MINUTES

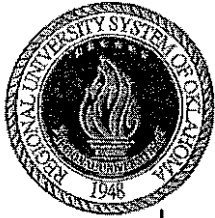
SPECIAL BOARD MEETING

APRIL 13, 2018

**UCO Downtown
Carnegie Centre
131 Dean A McGee Ave.
Room 6
Oklahoma City, Oklahoma**

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REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

University
of
Central
Oklahoma

East
Central
University

Northeastern
State
University

Northwestern
Oklahoma
State
University

Southeastern
Oklahoma
State
University

Southwestern
Oklahoma
State
University

FINAL SPECIAL MEETING AGENDA

April 13, 2018, 9:00 a.m.
UCO Downtown
Carnegie Centre
131 Dean A McGee Ave.
Room 6
Oklahoma City, Oklahoma

- I. ANNOUNCEMENT OF FILING MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT
- II. CALL TO ORDER AND REGENTS' ROLL CALL
 - A. EXCUSE ABSENT REGENTS
 - B. INTRODUCTION OF GUESTS
- III. CHAIR'S COMMENTS-- Regent Mark Stansberry
 - A. REPORT ON HALL OF FAME SCHOLARSHIPS
- IV. Speaker—Chancellor Glen Johnson, Oklahoma State Regents for Higher Education—Comments on State Regents' Task Force on the Future of Higher Education
- V. CONSENT DOCKET
 - A. MINUTES OF PREVIOUS MEETING
 1. Approval of Minutes of Regular Meeting, February 16, 2018

**B. EDUCATIONAL EXCELLENCE COMMITTEE REPORT –
Regent Connie Reilly**

1. Northeastern State University

a. Substantive Changes-Program Modifications:

1. **Media Studies, B.A. (050):** Faculty propose curriculum changes based on industry standards. Changes will increase the program core from 30 credit hours to 33. Major requirements will increase from 42 to 45 credit hours, and total degree hours will remain the same.

b. Existing Programs—Electronic Delivery:

2. **Health Care Administration, B.S. (004):** NSU requests approval for electronic delivery to better serve students who are working adults and area health care providers
3. **Hospitality and Tourism Management, B.B.A. (093):** NSU requests approval for electronic delivery. The national and international nature of the hospitality, meeting planning, and convention trade, combined with increases in regional tribal gaming operations, intensifies the necessity to provide online programming to serve current and potential students.

2. Northwestern Oklahoma State University

a. Program Modification, Program Requirement Change

1. **Program Modification, Program Requirement Change – Certificate in Marketing (076)**

3. Southeastern Oklahoma State University

a. Program Modification

1. **Master of Education in Special Education (072) – A** course substitution in the core. No change in total hours.

2. **Master of Education in Curriculum and Instruction (110)** – Addition of three courses to the Generalist option list. No change in total hours.

4. **Southwestern Oklahoma State University**

- a. **Program Modification:**

1. **Doctor of Pharmacy-PHARM D in College of Pharmacy (142)**

VI. REPORT OF RUSO COMMITTEE PROCEEDINGS

A. FACILITIES STEWARDSHIP COMMITTEE – Chair Connie Reilly

Report of the Facilities Stewardship Committee, Thursday, April 12, 2018, 4:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

1. **Southeastern Oklahoma State University**

- a. **Southeastern is requesting approval to execute an easement to Oklahoma Gas and Electric Company.**

The easement is needed to install utilities underground for new construction to be built on the adjoining property owned by the St. Williams Catholic Church.

This approval will delegate the authority to the President or his designee to sign the documents necessary to grant the easement, subject to legal counsel's review.

- b. **Southeastern is requesting approval of use of university property by SE Foundation for Native American Art Museum.**

Project Description: Southeastern requests approval to lease University property, 430 Montgomery Drive, Durant, Oklahoma, to the Southeastern Foundation for 36 months. The lease will allow the Southeastern Foundation and the Semple Family Museum Foundation to construct an approximate 3,400 square foot building to house Southeastern's Native American art collection and other collections. All construction costs, including demolition of an existing structure (abandoned house), will be 100%

FINAL SPECIAL MEETING AGENDA FOR APRIL 13, 2018

privately funded by the Semple Family Museum Foundation in conjunction with the Southeastern Foundation. The estimated cost of the project is \$1 million, which is to be fully funded by the donor, the Semple Family Museum Foundation. Upon completion of the project, the new museum will be gifted to and operated by Southeastern.

Southeastern requests permission to name the facility the Semple Family Museum as the donor will have contributed 100% of the costs associated with the project, which is compliant with the Regional University System of Oklahoma board policy, 5.10.1.

Additionally, Southeastern requests delegation of power and authority to do all things necessary to complete the project as defined.

Requested Funding Approval: Requesting \$0

Budget Breakdown: \$1 million Construction

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: Private funding

2. University of Central Oklahoma

a. Project # 120-0079 Business Building Renovation and Addition

Project Description: Approve award of project to Timberlake Construction, Inc., the UCO Small Project Construction Manager at Risk and funding for Phase 1 and Phase 2 restroom improvements necessary for compliance with ADA and Life Safety code for the Business Building.

Requested Funding Approval: \$950,000

Budget Breakdown: \$950,000 Construction

Job Order Contractor: No

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: College of Business Academic Student Facility Fee funds, E&G funds and Section 13 Funds

b. Project # 120-0043 Roof Repair and Replacement

Project Description: Request award to Alpha, the UCO Job Order Contractor, in the amount not to exceed \$350,000 for the removal and replacement of the Lillard Administration Roof

Requested Funding Approval: \$350,000

Budget Breakdown: \$350,000 Construction

Job Order Contractor: Yes, Alpha Building Corporation, in the amount not to exceed \$350,000. Job Order Contract approved 02/19/2016 with a contract term 02/23/2016 through 02/22/2021.

Congruent with Campus Master Plan or Strategic Plan?:
Yes

Revenue Sources: Section 13 funds

c. Project # 120-0032 Sports Complex Improvements

Project Description: Request approval to award contract to Shawnee Lighting in an amount not to exceed \$945,000 for sports field lighting for the Baseball, Softball and Soccer fields

Requested Funding Approval: \$945,000

Budget Breakdown: \$945,000 Construction

Job Order Contractor: No

Congruent with Campus Master Plan or Strategic Plan?:
Yes

Revenue Sources: Current Athletic Department Student Activity Fees, Private Gifts

d. Oil and Gas Leases

The University of Central Oklahoma respectfully requests the approval of two Oil and Gas Leases between the University of Central Oklahoma and Boss Hog Royalties, LLC. for Lea County, New Mexico rights for \$500/ac., 1/5 royalty and to

FINAL SPECIAL MEETING AGENDA FOR APRIL 13, 2018

delegate authority to the President or his designee to finalize and execute all necessary documents.

The oil and gas lease contracts are attached.

Change Orders:

a. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #15 in the amount of \$207,176 for the addition of domestic water booster pump and the addition of fire pump, as well as the additional required plumbing connections. This change order will increase the contract to \$17,741,273.

Budget Breakdown: \$207,176

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

b. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #16 in the amount of \$132,342 for the addition of (2) autoclaves and (13) nursing simulation headwalls. This change order will increase the contract to \$17,873,615.

Budget Breakdown: \$132,342

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

Information Items:

a. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Change Order # 14 in the amount of \$23,235 was issued to Lippert Bros. for various modifications including additional drywall, framing, and paint in office areas and modifications necessary to accommodate additional lab equipment to be installed. Master Real Property Lease Revenue Bond Funds.

FINAL SPECIAL MEETING AGENDA FOR APRIL 13, 2018

b. Project # 120-1078 Murdaugh Hall Renovations and Additions

Project Description: Award was made to Alpha, the UCO Job Order Contractor, for replacement of the lower roof at Murdaugh Hall in the amount of \$40,062. Campus Enterprises (Housing) funds.

B. PERSONNEL COMMITTEE–Chair Regent Jane McDermott

Report of the Personnel Committee, Thursday, April 12, 2018, 1:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

1. Discussion and possible action to approve form 990 for the Retiree Medical Trust.

C. POLICY AND PROCEDURES COMMITTEE–Chair Regent Lake Carpenter

Report of the Policy and Procedures Committee, Thursday, April 12, 2018, 2:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

1. Discussion and possible action to approve revisions to Chapter 1 of the RUSO Policy Manual.
2. Discussion and possible action to approve revisions to Chapter 3 of the RUSO Policy Manual.

D. SYSTEM ADVANCEMENT COMMITTEE–Chair Regent Susan Winchester

Report of the System Advancement Committee, Thursday, April 12, 2018, 3:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

1. After-action report on RUSO Spring 2018 newsletter.
2. Report on alumni success stories in Oklahoman.
3. Report on new features on RUSO website.

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4. Discussion and possible action regarding social media proposal.
5. Discussion and possible action on crisis communications proposal.
6. Legislative update.

VII. Presentation—Scolasticus: Simplifying the Scholarship Application Process—Sean Flinn

VIII. PRESIDENTS' RECOMMENDATIONS

A. EAST CENTRAL UNIVERSITY

1. **Personnel**
2. **Grants & Contracts**

Total grants and contracts: \$ 25,775.00

3. **Purchases:**

The following purchases are being made in accordance with Board policy (over \$50,000 and under \$150,000):

- a. Howard Industries for the replacement of technology in the Business Conference Center at an amount of \$58,019.95. (New College Fund) (State contract SW 1020HW)

B. UNIVERSITY OF CENTRAL OKLAHOMA

1. **Personnel**
2. **Grants & Contracts**

Total grants and contracts: \$ 111,494.00

3. **Purchases for Approval:**

- a. The UCO Speech and Hearing Clinic requests to obligate funds for FY2018 to update the audio-visual equipment as follows:

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Ford Audio-Visual Systems, LLC
\$159,590.00

Source: Course Fee
Colleges/Departments.....\$159,590.00

- b. The Office of Information Technology requests to obligate funds over the next three years to implement a Virtual Desktop Infrastructure (VDI) as follows:

Year 1
\$186,034.00
Year 2
\$140,142.00
Year 3
\$100,000.00

Source:
E&G.....\$426,176.00

- c. The Office of Information Technology requests to obligate funds for FY2019 for annual hardware and software licenses and maintenance as follows:

Ellucian	\$600,000.00
Desire2Learn (D2L Learning Management)	\$330,000.00
Oracle	\$305,000.00
Microsoft EES	\$165,000.00

Source:
E&G.....\$1,400,000.00

Annual maintenance and support for UCO's technology infrastructure
\$275,000.00

Source: Fiscal Operations
.....\$275,000.00

- d. UCO Customized Education requests to obligate funds for FY2018 and FY2019 for the purchase of office, classroom, break area, collaborative area, KUCO programmatic area, and STEMcubator furniture for the renovated facility located at 1 Santa Fe Plaza as follows:

Source: E&G and Academic Affairs Course Fees.....not to exceed \$399,000.00

FINAL SPECIAL MEETING AGENDA FOR APRIL 13, 2018

4. Informational Items from Purchasing:

a. A. Cory's Audio Visual Services: Sound Equipment

Source: E&G\$74,785.00

5. Transfer funds from 290 account to 295 account

UCO requests a transfer of Fund 290 operating funds to Fund 295 in the amount of \$880,000. The current operating budget includes this amount designated for major renovation and construction using Educational and General Funds. In order to make the funds available for long-term projects that run past fiscal year operations, we request the transfer to the fund established by the OSRHE for capital projects-Fund 295.

ACM Fourth Floor Restroom renovation

Source: E&G.....\$90,000.00

College of Education and Professional Studies Allied Health study

Source: Facility Fees.....\$50,000.00

College of Business Restrooms, Phase 1 and Phase 2

Source: Facility Fees.....\$650,000.00

Student Affairs, Nigh University Center First Floor Rooms 121,124

Source: Enrollment Management Fees.....\$5,000.00

Source: E&G.....\$60,000.00

College of Education HES Central Station Engineering study

Source: Facility Fees.....\$25,000.00

Total\$880,000.00

C. NORTHEASTERN STATE UNIVERSITY

1. Personnel

2. Grants & Contracts

Total grants and contracts: \$ 44,000.00

D. NORTHWESTERN OKLAHOMA STATE UNIVERSITY

1. Personnel

2. Purchases:

We request approval of the following purchases in accordance with Board Policy (over \$150,000):

- a. SKC Communications Products, LLC, Shawnee Mission, Kansas, for the purchase of Polycoms and supporting technology equipment for ITV studios not to exceed \$351,000. Funding from USDA Distance Learning and Telemedicine Grant (430 Fund) and E&G 1 (290 Fund).

3. Grants and Contracts

Total grants and contracts: \$ 35,000.00

4. Informational Items:

a. Update to Contract Request

On February 16, 2018, board approval was given to Northwestern Oklahoma State University to select and award a contract to provide an Enterprise Resource Planning System. After a lengthy review process and collaboration with Southwestern Oklahoma State University and others, Northwestern has selected Ellucian Company L.P. to fulfill this contract.

b. Scholarships and Donations

An anonymous donor has contributed \$25,000 for the Roy Vayle and Leah Beisel Evans Literacy Center Lectureship for Academic Excellence.

The Esther Blessing Trust has contributed \$30,000 toward the resurfacing project of the Alva Campus tennis courts.

E. SOUTHEASTERN OKLAHOMA STATE UNIVERSITY

1. Personnel

2. Request for Contracts:

On January 27th, 2017, approval was granted by the RUSO Board of Regents to Southwestern Oklahoma State University to prepare a Request for Proposal (RFP) and award a contract for both consulting services as well as an Enterprise Resource Planning System (ERP). As a result, SWOSU has engaged the services of Brown, Hendrix & Associates, LLC, City by the Sea, TX, to provide consulting services.

- a. Southeastern Oklahoma State University requests permission to use the SWOSU RFP 17-120 to hire Brown, Hendrix & Associates LLC for consulting services while moving forward with a new ERP system. This agreement would start approximately two months prior to implementation by the ERP vendor, extend during the 24 months of implementation, and conclude approximately two months after implementation. Specific services provided include contract negotiations, business practice/functionality review, strategic/tactical technology planning, data collection as well as project oversight with the vendor and SOSU staff.

Request Funding Approval: \$308,000

Funding Sources: E&G (Fund 290); Auxiliary Funds; Section 13/New College/Offset Funds (600 & 650 Funds).

- b. Southeastern Oklahoma State University requests permission to use the SWOSU RFP 18-100 to select a vendor and award a contract to provide an Enterprise Resource Planning System which would include software, hardware, planning, training and implementation. By collaborating with SWOSU and NWOSU and selecting the same vendor, the economy of scale will yield cost savings to all three institutions.

Successful RFP/Vendor: Ellucian

Request Funding Approval: \$1,280,000

Funding Sources: E&G (Fund 290); Auxiliary Funds; 430 Funds; Section 13/New College/Offset Funds (600 & 650 Funds).

3. Spring Stipend:

Southeastern is requesting approval to provide a one-time stipend in May for all full-time, benefits eligible employees employed as of April 1, 2018. The stipend will be up to 1.5% of employee's annual base pay with a minimum of \$400. Stipend payout contingent upon positive final spring enrollment numbers and exceeding FY18 revenue projections. No budget revision is needed.

Request Funding Approval: Estimated at \$310,000 to be funded with budget savings and increase in tuition and fee revenue.

Funding Sources: Depending on the budget from which employee is paid.

4. Grants & Contracts

Total grants and contracts: \$ 40,460.00

5. Informational Items:

a. Bookstore Contract Extension

In accordance with Board policy 2.3.6, Revenue Generating Contracts, Southeastern Oklahoma State University is reporting an extension of our existing bookstore service contract with Barnes & Noble has been extended. The extended contract will allow for \$100,000 to be invested in retail service operations and additional options for student and faculty.

b. Campus Fiber and Networking Upgrades

In accordance with Board policy 2.3.3, Purchases exceeding \$50,000 but not over \$150,000, Southeastern is reporting the following:

This project will provide wiring to support enhanced WiFi signal on campus. The project also includes fiber optic connections to a new data closet in the Morrison building to support a new nursing simulation lab that will be used by East Central University (ECU).

Vendor: PaceNet
Total Cost: \$63,464
Funding Source: Strengthening Institutions
Program (SIP) Title III Grant

F. SOUTHWESTERN OKLAHOMA STATE UNIVERSITY

1. Personnel

2. Informational Items:

On January 27, 2017, board approval was given to Southwestern Oklahoma State University to select and award a contract to provide an Enterprise Resource Planning System. After a lengthy review process and collaboration with Northwestern Oklahoma State University and others; SWOSU has selected Ellucian Company L.P. to fulfill this contract.

3. Grants & Contracts

Total grants and contracts: \$ 98,700.00

IX. PRESIDENTS' COUNCIL REPORT

X. EXECUTIVE DIRECTOR'S REPORT – Sheridan McCaffree

XI. REGENTS' COMMENTS AND ANNOUNCEMENTS

XII. ELECTION OF OFFICERS FOR FY 2019

XIII. EXECUTIVE SESSION

A. Action to convene in Executive Session pursuant to 25 O. S. §307 (B) (1) to discuss the following:

1. Discussion of the employment of the President of University of Central Oklahoma.
2. Discussion of the evaluation of the RUSO General Counsel.
2. Discussion of the evaluation of the RUSO Executive Director.

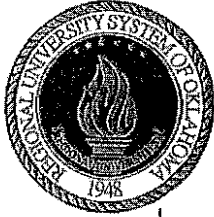
B. Pursuant to 25 O.S. Section 307 (B) (4) to discuss the following:

1. Confidential communications with legal counsel concerning all pending claims or actions and litigation.

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XIV. RECONVENE IN PUBLIC SESSION

XV. ADJOURNMENT



REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

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SPECIAL MEETING MINUTES

April 13, 2018, 9:00 a.m.

UCO Downtown

Carnegie Centre

131 Dean A McGee Ave.

Room 6

Oklahoma City, Oklahoma

I. ANNOUNCEMENT OF FILING MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT

The Board of Regents of the Regional University System of Oklahoma met in special session at 9:00 a.m., on April 13, 2018, at UCO Downtown, Carnegie Center, 131 Dean A. McGee Avenue, Room 6, Oklahoma City, Oklahoma. Notice of the special meeting had been properly filed with the Secretary of State, April 10, 2018 and a copy of the Agenda posted by 9:00 a.m., April 11, 2018 in compliance with the Open Meeting Act.

II. CALL TO ORDER AND REGENTS' ROLL CALL

Chairman Stansberry called the meeting to order. Roll call established the presence of a quorum with 5 Regents present.

Susan Winchester, Regent, Position 1

Lake Carpenter, Regent, Position 3

Connie Reilly, Secretary, Position 5

Jane McDermott, Regent, Position 6

Mark Stansberry, Chair, Position 8

A. EXCUSE ABSENT REGENTS

Regent Reilly made the motion, seconded by Regent Carpenter to excuse Regents Jeffrey Dunn, Gary Parker, Amy Ford, and Joy Hofmeister from the meeting.

3555 NW 58th Street, Suite 320, Oklahoma City, Oklahoma 73112

Phone: (405) 942-8817 Fax: (405) 942-8847

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

B. INTRODUCTION OF GUESTS

University Presidents

Don Betz, President, University of Central Oklahoma, Edmond, Oklahoma
Randy Beutler, President, Southwestern Oklahoma State University, Weatherford, Oklahoma
Sean Burrage, President, Southeastern Oklahoma State University, Durant, Oklahoma
Janet Cunningham, President, Northwestern Oklahoma State University, Alva, Oklahoma
Katricea Pierson, President, East Central University, Ada, Oklahoma
Steve Turner, President, Northeastern State University, Tahlequah, Oklahoma

Regional University System of Oklahoma Administrative Staff

Sheridan McCaffree, Executive Director
Nancy Gerrity, Assistant General Counsel
Priya Desai, Executive Assistant

Others in Attendance

Thomas Alford, Systems Support Technician II, Oklahoma State Regents for Higher Education
Barbara Brown, Brown, Hendrix & Associates, City by the Sea, Texas
Brenda Burgess, Vice President for Administration and Finance, Southwestern Oklahoma State University, Weatherford, Oklahoma
Sean Flinn, Scolasticus Representative
Sherry Hendrix, Brown, Hendrix & Associates, City by the Sea, Texas
Carolyn Fridley, Instructor/Coordinator Bachelor of Science in Liberal & Applied Studies, English, Humanities, and Languages, Southeastern Oklahoma State University
William Fridley, Professor, Educational Instruction and Leadership, Southeastern Oklahoma State University
Tony Hutchison, Strategic Planning, Analysis and Workforce and Economic Development, Oklahoma State Regents for Higher Education

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Glen Johnson, Chancellor, Oklahoma State Regents for Higher Education

Jessica Kilby, Vice President of Administration and Finance, East Central University, Ada, Oklahoma

III. CHAIR'S COMMENTS-- Regent Mark Stansberry

A. REPORT ON HALL OF FAME SCHOLARSHIPS

Regent Stansberry thanked the Regents and Presidents for changing the meeting location to accommodate a quorum. He also thanked UCO for providing UCO Downtown as the site for the meeting.

Regent Stansberry reported that the Oklahoma's teacher walkout has been featured in national news and their advocacy has resulted in the first supermajority vote for a tax increase in the legislature in 28 years. RUSO wishes the teachers well and hope for a speedy and successful resolution to this very important issue. RUSO has a deep and structural bond with common education through our heritage as teacher colleges and our connection with the State Superintendent of Public Instruction. He reported that he is optimistic about the future.

Regent Stansberry charged the Investment Advisory Committee with transferring the funds from the RUSO Teacher Scholarship Fund with the Tulsa Community Foundation to the Oklahoma Hall of Fame on the condition that the scholarship funds would be limited to RUSO students.

Regent Stanberry charged the Vision and Planning Committee with developing a new meeting schedule after getting input from everyone. This would include whether to continue with the current practice of alternating one and two day meetings, how many meetings to have in a year, when to meet in Oklahoma City, etc. He would like to have a new plan at the June meeting.

Regent Stansberry invited Chancellor Glen Johnson to the podium.

IV. Speaker—Chancellor Glen Johnson, Oklahoma State Regents for Higher Education—Comments on State Regents' Task Force on the Future of Higher Education

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Chancellor Johnson provided a comprehensive overview of the recommendations from The Future of Higher Education Task Force and provided additional demographic and financial data to be considered by the board. Chancellor Johnson also commended RUSO for being proactive regarding the recommendations and thanked the RUSO Regents who participated in the Task Force.

Regent Joy Hofmeister arrived at 9:30 a.m.

Chair Stansberry declared a break at 9:57 a.m.

The meeting resumed at 10:15 a.m.

V. CONSENT DOCKET

Regent Reilly made the motion, seconded by Regent McDermott to approve all of the items on the Consent Docket:

A. MINUTES OF PREVIOUS MEETING

1. Approval of Minutes of Regular Meeting, February 16, 2018

B. EDUCATIONAL EXCELLENCE COMMITTEE REPORT – Regent Connie Reilly (Attachment A, Pages 41-66)

1. Northeastern State University (Pages 41-51)

a. Substantive Changes-Program Modifications:

1. **Media Studies, B.A. (050):** Faculty propose curriculum changes based on industry standards. Changes will increase the program core from 30 credit hours to 33. Major requirements will increase from 42 to 45 credit hours, and total degree hours will remain the same.

b. Existing Programs—Electronic Delivery:

2. **Health Care Administration, B.S. (004):** NSU requests approval for electronic delivery to better serve students who are working adults and area health care providers

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

3. **Hospitality and Tourism Management, B.B.A. (093):**
NSU requests approval for electronic delivery. The national and international nature of the hospitality, meeting planning, and convention trade, combined with increases in regional tribal gaming operations, intensifies the necessity to provide online programming to serve current and potential students.
2. **Northwestern Oklahoma State University** (Pages 52-55)
 - a. **Program Modification, Program Requirement Change**
 1. **Program Modification, Program Requirement Change – Certificate in Marketing (076)**
3. **Southeastern Oklahoma State University** (Pages 56-62)
 - a. **Program Modification**
 1. **Master of Education in Special Education (072) – A**
course substitution in the core. No change in total hours.
 2. **Master of Education in Curriculum and Instruction (110) – Addition of three courses to the Generalist option list. No change in total hours.**
4. **Southwestern Oklahoma State University** (Pages 63-66)
 - a. **Program Modification:**
 1. **Doctor of Pharmacy-PHARM D in College of Pharmacy (142)**

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry, and Hofmeister

Voting against the motion: none

VI. REPORT OF RUSO COMMITTEE PROCEEDINGS

A. FACILITIES STEWARDSHIP COMMITTEE – Chair Connie Reilly

Report of the Facilities Stewardship Committee, Thursday, April 12, 2018, 4:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma. (Attachment B, Pages 67-84)

Regent Reilly commended Southeastern for their creative approach to their Native American Art Museum.

Regent Reilly reported that every item on the agenda was reviewed by the committee yesterday and all of the Committee's questions were answered by the presidents and business officers present at the meeting.

Regent Reilly made the motion, seconded by Regent Carpenter, to approve the following Facilities Stewardship Committee requests submitted by the universities:

1. Southeastern Oklahoma State University (Pages 67-72)

- a. Southeastern is requesting approval to execute an easement to Oklahoma Gas and Electric Company.**

The easement is needed to install utilities underground for new construction to be built on the adjoining property owned by the St. Williams Catholic Church.

This approval will delegate the authority to the President or his designee to sign the documents necessary to grant the easement, subject to legal counsel's review.

- b. Southeastern is requesting approval of use of university property by SE Foundation for Native American Art Museum.**

Project Description: Southeastern requests approval to lease University property, 430 Montgomery Drive, Durant, Oklahoma, to the Southeastern Foundation for 36 months. The lease will allow the Southeastern Foundation and the Semple Family Museum Foundation to construct an approximate 3,400 square foot building to house Southeastern's Native American art collection and other collections. All construction costs, including demolition of an existing structure (abandoned house), will be 100% privately funded by the Semple Family Museum Foundation

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

in conjunction with the Southeastern Foundation. The estimated cost of the project is \$1 million, which is to be fully funded by the donor, the Semple Family Museum Foundation. Upon completion of the project, the new museum will be gifted to and operated by Southeastern.

Southeastern requests permission to name the facility the Semple Family Museum as the donor will have contributed 100% of the costs associated with the project, which is compliant with the Regional University System of Oklahoma board policy, 5.10.1.

Additionally, Southeastern requests delegation of power and authority to do all things necessary to complete the project as defined.

Requested Funding Approval: Requesting \$0

Budget Breakdown: \$1 million Construction

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: Private funding

2. University of Central Oklahoma (pages 73-84)

a. Project # 120-0079 Business Building Renovation and Addition

Project Description: Approve award of project to Timberlake Construction, Inc., the UCO Small Project Construction Manager at Risk and funding for Phase 1 and Phase 2 restroom improvements necessary for compliance with ADA and Life Safety code for the Business Building.

Requested Funding Approval: \$950,000

Budget Breakdown: \$950,000 Construction

Job Order Contractor: No

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: College of Business Academic Student Facility Fee funds, E&G funds and Section 13 Funds

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

b. Project # 120-0043 Roof Repair and Replacement

Project Description: Request award to Alpha, the UCO Job Order Contractor, in the amount not to exceed \$350,000 for the removal and replacement of the Lillard Administration Roof

Requested Funding Approval: \$350,000

Budget Breakdown: \$350,000 Construction

Job Order Contractor: Yes, Alpha Building Corporation, in the amount not to exceed \$350,000. Job Order Contract approved 02/19/2016 with a contract term 02/23/2016 through 02/22/2021.

Congruent with Campus Master Plan or Strategic Plan?:
Yes

Revenue Sources: Section 13 funds

c. Project # 120-0032 Sports Complex Improvements

Project Description: Request approval to award contract to Shawnee Lighting in an amount not to exceed \$945,000 for sports field lighting for the Baseball, Softball and Soccer fields

Requested Funding Approval: \$945,000

Budget Breakdown: \$945,000 Construction

Job Order Contractor: No

Congruent with Campus Master Plan or Strategic Plan?:
Yes

Revenue Sources: Current Athletic Department Student Activity Fees, Private Gifts

d. Oil and Gas Leases

The University of Central Oklahoma respectfully requests the approval of two Oil and Gas Leases between the University of Central Oklahoma and Boss Hog Royalties, LLC. for Lea County, New Mexico rights for \$500/ac., 1/5 royalty and to delegate authority to the President or his designee to finalize and execute all necessary documents.

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

The oil and gas lease contracts are attached.

Change Orders:

a. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #15 in the amount of \$207,176 for the addition of domestic water booster pump and the addition of fire pump, as well as the additional required plumbing connections. This change order will increase the contract to \$17,741,273.

Budget Breakdown: \$207,176

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

b. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #16 in the amount of \$132,342 for the addition of (2) autoclaves and (13) nursing simulation headwalls. This change order will increase the contract to \$17,873,615.

Budget Breakdown: \$132,342

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

Information Items:

a. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Change Order # 14 in the amount of \$23,235 was issued to Lippert Bros. for various modifications including additional drywall, framing, and paint in office areas and modifications necessary to accommodate additional lab equipment to be installed. Master Real Property Lease Revenue Bond Funds.

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

b. Project # 120-1078 Murdaugh Hall Renovations and Additions

Project Description: Award was made to Alpha, the UCO Job Order Contractor, for replacement of the lower roof at Murdaugh Hall in the amount of \$40,062. Campus Enterprises (Housing) funds.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry, and Hofmeister

Voting against the motion: none

B. PERSONNEL COMMITTEE—Chair Regent Jane McDermott

Report of the Personnel Committee, Thursday, April 12, 2018, 1:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

1. Discussion and possible action to approve Form 990 for the Retiree Medical Trust.

The Committee reviewed the Form 990 of the Retiree Medical Trust. That Trust was created to comply with GASB Statement 45 and to fund the policy to pay medical and life insurance benefits of retirees until they are Medicare eligible, that is RUSO Policy 5.4.3.

The trustee bank, Bank of Oklahoma, was represented by Senior Vice President Kris Neuhold. He explained that the Form 990 is an informational tax return required for all non-profit entities. It requires Board approval, but it is signed and filed by the trustee bank.

Regent McDermott made the motion, seconded by Regent Reilly, to approve Form 990 for the Retiree Medical Trust.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry, and Hofmeister

Voting against the motion: none

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

C. POLICY AND PROCEDURES COMMITTEE—Chair Regent Lake Carpenter

Report of the Policy and Procedures Committee, Thursday, April 12, 2018, 2:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma. (Attachment C, Pages 85-132)

Regent Carpenter reported that Chapter 1 has been reviewed and approved by the business officers and the presidents. Regents have provided thoughtful consideration and comments. Chapter 3 has been reviewed and approved by the Vice Presidents of Academic Affairs and the Presidents. Most of the Chapter 3 changes are updating language to fit current practice.

1. Discussion and possible action to approve revisions to Chapter 1 of the RUSO Policy Manual.

Regent Carpenter made the motion, seconded by Regent Hofmeister, to approve the revisions to Chapter 1 of the RUSO Policy Manual.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry, and Hofmeister

Voting against the motion: none

2. Discussion and possible action to approve revisions to Chapter 3 of the RUSO Policy Manual.

Regent Carpenter made the motion, seconded by Regent Reilly, to approve revisions to Chapter 3 of the RUSO Policy Manual delegate authority to Sheridan McCaffree to resolve formatting issues with the chapter.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry, and Hofmeister

Voting against the motion: none

D. SYSTEM ADVANCEMENT COMMITTEE—Regent McDermott

Report of the System Advancement Committee, Thursday, April 12, 2018, 3:00 p.m., UCO Downtown, Carnegie Centre, Room 6, Oklahoma City, Oklahoma.

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

1. After-action report on RUSO Spring 2018 newsletter.

Regent McDermott reported that the analytics from the Spring RUSO newsletter show that it is achieving a more than triple the industry rate for opening the newsletter and clicking through it. The analytics indicate our employees are most interested in policy issues as well as SWOSU's steely-eyed missile man alum John Aaron.

2. Report on alumni success stories in Oklahoman.

Regent McDermott reported that the RUSO alumni success stories will be featured in the Oklahoman Outlook section on Sunday, April 29, 2018. Regent McDermott thanked the universities for their assistance in identifying successful alumni.

3. Report on new features on RUSO website.

Regent McDermott reported on our website analytics. Visitors are most interested in policy issues, the agenda and minutes, and Regent Stansberry.

4. Discussion and possible action regarding social media proposal.

Regent McDermott reported that Lori Johnson presented a proposal for RUSO to consider launching a social media presence. There was a discussion of the proposal to start a Facebook page and a Twitter account. Regent McDermott encouraged Regents to think about this idea for purpose of the budget for next year.

5. Discussion and possible action on crisis communications proposal.

Regent McDermott reported that Lori Johnson presented a proposal on crisis communications. It creates a structure or framework to follow when crisis erupts. Regents are encouraged to consider it for the budget.

6. Legislative update.

Dr. Mark Kinders provided an update on legislative bills that were still active in the legislative process.

Regent Winchester provided an update on the recent events at Capitol.

VII. Presentation—Scolasticus: Simplifying the Scholarship Application Process—Sean Flinn

Mr. Flinn provided an overview of the service that Scolasticus provides to universities to simplify the scholarship application process for students and parents who are seeking financial assistance. Through this digital platform, the application process is streamlined for both the university and the applicant.

Chair Stansberry declared a break at 11:25 a.m.

Regent Hofmeister left the meeting at 11:27 a.m.

The meeting resumed at 11:35 a.m.

VIII. PRESIDENTS' RECOMMENDATIONS

A. EAST CENTRAL UNIVERSITY

(See attachment C, pages 133-148)

Regent Reilly made the motion, seconded by Regent Winchester, to approve the President's Recommendations for East Central University as presented by President Katricia Pierson.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

President Pierson reported that it is a busy time on campus. ECU will be hosting their Evening of Honors and Recognition which is set for May 11, 2018 at 6:30 p.m. in the ECU Foundation Hall of the Chickasaw Business and Conference Center. Among those being recognized include former RUSO Regent Michael Brown, Janice Gray, and Craig Scheef.

President Pierson thanked President Betz for hosting the National Conference on Undergraduate Research. ECU had 14 students who were in attendance. The students commented about the wonderful experience they had at the conference.

President Pierson reported that ECU is working on its comprehensive strategic planning process in which they will review their mission and values. The review includes consultations with the community, students, employees, alumni, and other important stakeholders in the

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

ECU community. Town hall meetings have been scheduled for April 26, 2018. On May 17, 2018 community members will be on campus. In the fall of 2018, ECU will bring their new strategic plan and probably a revised mission to the board.

President Pierson provided an update on ECU student Gavin Burl who had been offered two internships, one with the State Department, the other with the Obama Foundation. He was able to successfully negotiate doing both simultaneously. President Pierson also highlighted student Elsa Moseley who has been offered a highly competitive fellowship to teach English and International Relations at China Foreign Affairs University, one of the top diplomacy schools located in Beijing.

President Pierson reported that on April 28, 2018 ECU will be hosting their Spring preview of football. ECU has a new football coach and they are excited by the discipline he is bringing to the team.

President Pierson reported that Dr. Fisher, who is the CEO of Oklahoma Heritage Bank and an alum of ECU, is providing box suppers at area schools. He purchases dinners for the families of the seniors. On September 8, 2018 the Oklahoma Heritage Bank will have a showcase featuring Kyle Dillingham and Horseshoe Road.

President Pierson reported that ECU received a Western Interstate Commission for Higher Education grant for Native American student success.

B. UNIVERSITY OF CENTRAL OKLAHOMA

(See attachment D, pages 149-162)

Regent Winchester made the motion, seconded by Regent McDermott, to approve the President's Recommendations for the University of Central Oklahoma as presented by President Don Betz.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

President Betz reported that the National Council of Undergraduate Research (NCUR) Conference at UCO had the 2nd highest number of participants ever in their 32-year history. UCO was seven participants from being the largest. Four thousand one hundred forty-two students

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

from every state, Puerto Rico, DC, and 19 countries participated on UCO's campus. 94 graduate programs from around the country found their way on the campus. It took 1,000 volunteers and 28 hotels. UCO was also able to raise the largest amount by sponsors ever given in the 32-year history by a huge margin. UCO had support from 80 different individuals. On Sunday in the Oklahoman, UCO will run a full page thank you ad listing many of their sponsors responsible for UCO's success. UCO had the benefit of some great speakers, Kareem Abdul Jabbar, NBA Legend, and featured, Ramu Damodaran, Deputy Director for Partnerships and Public Engagement in the United Nations Department of Public Information's Outreach Division. The number of students from Oklahoma that participated was higher than ever before. Dr. John Barthell, UCO's Provost, was very involved.

For about 40 days UCO found themselves in the news when one of their student organizations rescinded a contracted invitation to a conservative Christian speaker, Ken Ham. UCO responded by inviting Mr. Ham on campus along with a program UCO built on the freedom of expression. It was a learning experience and a reaffirmation of UCO's commitment to the free exchange of ideas.

C. NORTHEASTERN STATE UNIVERSITY

(See attachment E, pages 163-174)

Regent Reilly made the motion, seconded by Regent Carpenter, to approve the President's Recommendations for Northeastern State University as presented by President Steve Turner.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

President Turner reported that David Grann, author of "Killers of the Flower Moon: The Osage Murders and the Birth of the FBI" was on campus for the Larry Adair Lectureship on February 28, 2018 to offer his personal insight. Nearly 800 people attended the event. There were several of the survivors and family members of those victimized in attendance. It was a powerful and profound experience.

President Turner reported that NSU, Broken Arrow Public Schools, and Tulsa Community College have created a pathway for students to earn an associate's degree on NSU's campus which will transfer to NSU's teacher education program creating a pipeline for educators in

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Oklahoma. President Turner thanked Dr. Janet Dunlop, Superintendent of Broken Arrow Schools and TCC President Leigh.

President Turner reported that NSU will start a pilot program with the Lead Learn Live initiative. This initiative takes students on the autism spectrum, and gives them opportunities to earn academic credit at a university, to live independently, with some level of supervision and support.

President Turner commented that NSU faculty and staff are being paid at 2012 salaries. NSU has a strong desire to address those deficiencies. NSU is not keeping up with inflation. President Turner applauds the effort of the legislature to fund and move teacher public schools up – and hopes that they can soon find a restored commitment to supporting the teacher of the teachers.

President Turner reported that NSU will be holding their commencement ceremonies on May 4, 5 at the NSU Event Center, and May 7, 2018 for the Broken Arrow Campus at the ORU Mabee Center. He reported that the President's office would be in touch with the Regents about the ceremonies.

President Turner reported that NSU hosted a gubernatorial candidate forum. It was entertaining and informative. Over 250 people attended to hear eight of the twelve candidates.

President Turner reported that he was invited to teach the Emerging Leaders Initiative and Millennial Leaders Initiative at Georgetown University. He said that the American Association of State Colleges and Universities (AASCU) recognizes Oklahoma and what they can bring to the table in spite of their challenges for funding in higher education.

D. NORTHWESTERN OKLAHOMA STATE UNIVERSITY

(See attachment F, Pages 175-180)

Regent Reilly made the motion, seconded by Regent Carpenter, to approve the President's Recommendations for Northwestern Oklahoma State University as presented by President Janet Cunningham.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

President Cunningham reported that the business partnership between NWOSU and two of northern Oklahoma's premier health facilities, AllianceHealth Woodward and AllianceHealth Ponca City were celebrated recently at a statewide event. The Oklahoma State Regents for Higher Education presented NWOSU and AllianceHealth its Regents Business Partnership Excellence Award. AllianceHealth Woodward and AllianceHealth Ponca City have long supported NWOSU's division of nursing by providing funding that allows NWOSU to place full-time nursing faculty at its branch location in Woodward and the University Center of Ponca City.

President Cunningham reported that one of NWOSU's faculty members, Dr. Kylene Rehder, was named Social Worker of the Year by the National Association of Social Workers, Oklahoma Chapter (NASW-OK). She was also named one of 100 honorees by the Anne and Henry Zarrow School of Social Work. NWOSU also had a student, Levi Sanders, who won the Undergraduate Student of the Year award from NASW-OK.

President Cunningham reported that their spring reunion is April 28th. Former RUSO Regent Michael W. Mitchel is being honored for his work in the field of education having served on the State Board of Education, the Career Tech Board, and his service to the RUSO Board.

President Cunningham reported that their commencement ceremony is scheduled for Saturday, May 5, 2018 at 10:30 a.m. Doug Van Meter, who is a 1989 NWOSU graduate, will be the commencement speaker.

E. SOUTHEASTERN OKLAHOMA STATE UNIVERSITY

(See attachment G, pages 181-186)

Regent Winchester made the motion, seconded by Regent McDermott, to approve the President's Recommendations for Southeastern Oklahoma State University as presented by President Sean Burrage.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

President Burrage reported that SE will be holding their commencement exercises on Saturday, May 12, 2018. Lesa Smaligo, lobbyist and consultant, will be this year's commencement speaker. She is 1990 SE graduate who is one of the leading lobbyists in the state.

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

President Burrage reported that SE hosted one of seven scheduled gubernatorial issues forums sponsored by the Oklahoma Academy on March 8, 2018. Seven candidates participated.

President Burrage reported that Dr. Margaret Cotter-Lynch of SE was one of five educators in Oklahoma public school to receive the Oklahoma Medal for Excellence. On May 19, 2018, she will be recognized at the 32nd annual Academic Awards Banquet in Norman, Oklahoma.

President Burrage reported that SE has a young Native American member of the Choctaw Nation, Matt Maxwell, who has been accepted to the University of California, San Diego Salk Institute graduate program to study cancer biology.

President Burrage reported that for the second time in three years, SE will serve as a host site for free medical services in conjunction with Remote Area Medical (RAM) Oklahoma. This year the event is scheduled for June 2-3, 2018. RAM is free healthcare weekend for those in need of care they cannot afford. It is made possible by volunteer medical, dental, vision, and general volunteers and sponsors. They will treat as many as possible on a first come, first serve basis. There is no means testing and anyone can come. Last time, RAM served 1,600 people in a two-day period.

President Burrage reported that enrollment continues to grow even throughout the semester now that we have six starting times with their online graduate program. SE picked up between 50 and 75 new students between January and March of this year. SE has gone from about 9% headcount increase to about 11%. Student Credit Hours went from a 6% increase to about 7.5% increase. President Burrage expects to have a strong summer and have probably 1,000 graduate students by the summer which is up from 400 two years ago.

F. SOUTHWESTERN OKLAHOMA STATE UNIVERSITY

(See attachment H, Pages 187-192)

Regent Carpenter made the motion, seconded by Regent McDermott, to approve the President's Recommendations for Southwestern Oklahoma State University as presented by President Randy Beutler.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Voting against the motion: none

President Beutler reported that SWOSU hosted the CEO of the Oklahoma State Chamber, Fred Morgan, on their campus. This event was geared toward getting the Chamber to understand how involved the RUSO institutions are in providing graduates who are ready to enter the workforce and the immediate effect they have on Oklahoma.

President Beutler reported that former Regent, Harold Jackson and his family made a very generous donation to the university and that he sends his best wishes .

President Beutler reported that SWOSU will be having their commencement ceremonies the first week in May. On Thursday, May 3, 2018, the Sayre Campus will host their ceremony. On Friday, May 4, 2018, the College of Pharmacy will host their ceremony. On Saturday, May 5, 2018, all other colleges will having their ceremonies throughout the day.

IX. PRESIDENTS' COUNCIL REPORT

President Betz reported that Oklahoma's Promise Day will be held on Monday, April 16, 2018 at 10:00 a.m. It is an important program for RUSO institutions. There is not an institution at this table that isn't dramatically affected by access to Oklahoma's Promise. The Chancellor and his office are very active in this regard and the university teams will be there with students and representatives from the institutions in order to make clear to the legislators how important this program is to the people that they are serving.

President Betz commented that the Higher Learning Commission is going through a review process which will be important for RUSO to be aware of.

X. EXECUTIVE DIRECTOR'S REPORT – Sheridan McCaffree

Ms. McCaffree reported that the data for the quarterly reports are still being compiled and will be sent out shortly.

XI. REGENTS' COMMENTS AND ANNOUNCEMENTS

None to report.

XII. ELECTION OF OFFICERS FOR FY 2019

Regent McDermott made the motion, seconded by Regent Carpenter to approve Regent Stansberry as Chair, Regent Parker as Vice-Chair, and Regent Reilly as Secretary for FY 2019.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

XIII. EXECUTIVE SESSION

A. Action to convene in Executive Session pursuant to 25 O. S. §307 (B) (1) to discuss the following:

1. Discussion of the employment of the President of University of Central Oklahoma.
2. Discussion of the evaluation of the RUSO General Counsel.
3. Discussion of the evaluation of the RUSO Executive Director.

B. Pursuant to 25 O.S. Section 307 (B) (4) to discuss the following:

1. Confidential communications with legal counsel concerning all pending claims or actions and litigation.

Regent Winchester made the motion, seconded by Regent Carpenter, to move into executive session.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

The Board convened in Executive Session at 12:40 p.m.

The Board reconvened in public session at 1:42 p.m.

XIV. RECONVENE IN PUBLIC SESSION

SPECIAL MEETING MINUTES FOR APRIL 13, 2018

Regent Winchester made the motion, seconded by Regent Reilly, to move proceed as discussed in executive session.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

XV. ADJOURNMENT

Regent Carpenter made the motion, seconded by Regent Reilly, to adjourn the meeting.

Voting for the motion: Regents Winchester, Carpenter, Reilly, McDermott, Stansberry

Voting against the motion: none

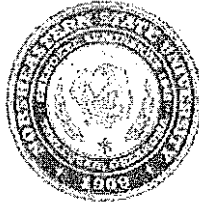
The meeting adjourned at 1:43 p.m.

ATTACHMENTS TO MINUTES

April 13, 2018

Attachment

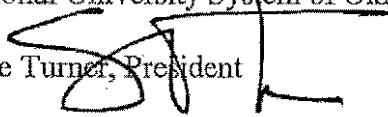
A.	Educational Excellence Committee.....	41-66
B.	Facilities Stewardship Committee.....	67-84
C.	Policy and Procedures Committee.....	85-132
D.	East Central University.....	133-148
E.	University of Central Oklahoma.....	149-162
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H.	Southeastern Oklahoma State University.....	181-186
I.	Southwestern Oklahoma State University.....	187-192



NORTHEASTERN STATE UNIVERSITY
OFFICE *of the* PRESIDENT

DATE: March 16, 2018

TO: Regent Amy Ford, Chair
Educational Excellence Committee
Regional University System of Oklahoma

FROM:  Steve Turner, President

SUBJECT: Educational Excellence Committee Agenda Items – April 2018

The following substantive program changes and delivery format additions are submitted as an information item to the Educational Excellence Committee:

Substantive Change - Program Modification:

Media Studies, B.A. (050): Faculty propose curriculum changes based on industry standards. Changes will increase the program core from 30 credit hours to 33. Major requirements will increase from 42 to 45 credit hours, and total degree hours will remain the same.

Existing Programs – Electronic Delivery:

Health Care Administration, B.S. (004): NSU requests approval for electronic delivery to better serve students who are working adults and area health care providers.

Hospitality and Tourism Management, B.B.A. (093): NSU requests approval for electronic delivery. The national and international nature of the hospitality, meeting planning, and convention trade, combined with increases in regional tribal gaming operations, intensifies the necessity to provide online programming to serve current and potential students.

Thank you for your consideration of these proposals. If you have any questions, please contact me or Dr. Landry.

Enclosures

cc: Dr. Debbie Landry, Interim Provost and Vice President for Academic Affairs
Dr. Pamela Fly, Associate Vice President for Academic Affairs

Minutes for April 13, 2018

Request for Program ModificationAttachment A
Page 2 of 26**Oklahoma State Regents for Higher Education**Institution submitting request: **Northeastern State University** _____Contact person: **Dr. Debbie Landry** _____Title: **Interim Provost and Vice President for Academic Affairs** _____Phone number: **(918) 444-2060** _____Current title of degree program (Level II): **Bachelor of Arts** _____Current title of degree program (Level III): **Media Studies** _____State Regent's three-digit program code: **050** _____Degree Granting Academic Unit: **College of Liberal Arts** _____With approved options in: A. **Multimedia** _____B. **Public Relations / Advertising** _____

C. _____

D. _____

TYPE OF REQUEST: Check all appropriate types of changes and complete **ONLY** the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle. The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>*

Date of last review for the program **2016** _____

- ☐ (1) Program Deletion
- ☐ (2) Program Suspension
- ☐ (3) Change of Program Name and/or Degree Designation
- ☐ (4) Option Addition
- ☐ (5) Option Deletion
- ☐ (6) Option Name Change
- ☒ (7) Program Requirement Change
- ☐ (8) Other Degree Program Modification

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ Date: _____

Date of Governing Board Approval: _____

**(7) Program
Requirement Change**

Revised June 2015
Page 1 of 10

Attachment A
Page 3 of 26

**Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)**

Institution submitting request: **Northeastern State University**

Program name and State Regents' three-digit program code to be modified: **Media Studies (50)**

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

☒ **Course requirement change** (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)

☐ **Degree program requirement change** (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

☒ **Total credit hours for the degree will *NOT* change.**

☐ **Total credit hours for the degree *WILL* change from _____ to _____.**

Explain: Even though the required number of credit hours in the major will increase from 42 to 45, students will take fewer electives in the degree overall to maintain 124 total credit hours.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

MS 2453 Media Literacy will be removed from the core. MS 3513 Media Management and Planning and MS 3013 Digital Photography will become core requirements and removed as courses in the Multimedia option. Core course MS 3113 Digital Media Production will become MS 4113. MS 2403 Introduction to Web Design will be added to choices in the Multimedia option. The core will increase from 30 credit hours to 33. The major requirements will increase from 42 to 45 credit hours.

Number of new courses being added to course inventory: **0**

List new courses being added to the course inventory: _____

Number of courses being deleted from course inventory: **0**

List courses being deleted from the course inventory: _____

Reason for requested action (attach no more than one page if space provided is inadequate):

MS 3513 Media Management and Planning and MS 3013 Digital Photography cover content necessary for all Media Studies majors. While valuable, the content of MS 2453 Media Literacy is not necessarily at a core level and the course will remain as an elective.

Minutes for April 13, 2018

Attachment A

Page 4 of 26

MS 3113 Digital Media Production should be changed to a 4000-level course due to the course load, the research component, and the lab hours. The course load level is that of a senior and requires the culmination of media studies courses previously taken and should be one of the final course taken in the degree program.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes

If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

Will requested change impact an embedded certificate? ☒ No ☐ Yes

If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted certificate(s) must accompany the modification request to the main program.

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Minutes for April 13, 2018

Attachment A

Page 5 of 26

Current Curriculum	Proposed Curriculum
<p>Media Studies Core (30 hrs) MS 1103 Introduction to Media MS 1173 Media Software MS 2103 Basic Writing for the Media MS 2453 Media Literacy MS 3113 Digital Media Production MS 3233 Publication Editing MS 4333 Media Law MS 4533 Crisis Communication MS 4553 Media Campaigns & Events MS 4983 Media Internship</p> <p><i>Select one of the following options:</i></p> <p>Multimedia (12 hrs) Complete 12 hours from the following: MS 3013 Digital Photography MS 3203 Digital Darkroom MS 3333 Multimedia Writing MS 3513 Media Management & Planning MS 4173 Digital Photography II MS 4233 Video Production</p> <p>Public Relations/Advertising(12 hrs) Complete 12 hours from the following: MS 3033 Basic Advertising MS 3133 Basic Public Relations MS 4063 Advanced Advertising MS 4093 Copywriting/Layout MS 4453 Public Relations Writing MS 4653 Public Relations and the Media</p>	<p>Media Studies Core (33 hrs) MS 1103 Introduction to Media MS 1173 Media Software MS 2103 Basic Writing for the Media <u>MS 3013 Digital Photography</u> MS 3233 Publication Editing <u>MS 3513 Media Management & Planning</u> MS 4113 Digital Media Production (previously MS 3113 / new number) MS 4333 Media Law MS 4533 Crisis Communication MS 4553 Media Campaigns & Events MS 4983 Media Internship</p> <p><i>Select one of the following options:</i></p> <p>Multimedia (12 hrs) Complete 12 hours from the following: <u>MS 2403 Introduction to Web Design</u> MS 3203 Digital Darkroom MS 3333 Multimedia Writing MS 4173 Digital Photography II MS 4233 Video Production</p> <p>Public Relations/Advertising(12 hrs) Complete 12 hours from the following: MS 3033 Basic Advertising MS 3133 Basic Public Relations MS 4063 Advanced Advertising MS 4093 Copywriting/ Layout MS 4453 Public Relations Writing MS 4653 Public Relations and the Media</p>

Oklahoma State Regents for Higher Education
EXISTING PROGRAM ONLINE DELIVERY REQUEST FORM

If requesting institution has gone through the electronic delivery approval process and has been approved to offer electronically delivered programs, subsequent programs may be requested through the abbreviated process which is listed on page five of this form. If you have any questions contact Dr. Stephanie Beauchamp 405-225-9399.

Institution submitting request: Northeastern State University

State Regents' three-digit program code and Program name of the program: 004 Health Care Administration B. S.*

*Please note that a program modification proposal to change the program name to Health Organizations Administration and the degree designation to a B.B.A. was submitted earlier in the year and is making its way through the process.

Date of Letter of Intent

January 10, 2018

Date of Governing Board Approval

Signature of President: _____ Date: _____

Complete this section **ONLY** if the requesting institutions **HAS NOT** gone through the electronic delivery approval process and has not been approved to offer electronically delivered programs.

3.16.11 Program Approval Procedures for Online

Not Applicable – Northeastern State University has been approved to offer electronically delivered programs. Responses begin in Approval of Subsequent Online Programs below.

3.16.11 Approval of Subsequent Online Programs

The process for requesting additional existing programs (new programs must be requested through the *Academic Program Approval* policy) through online delivery or other computer-mediated format is for the President to send the following information to the Chancellor: 1) letter of intent 2) the name of the program, 3) delivery method/s, 4) information related to population served and student demand, 5) cost and financing.

The letter of intent must have been submitted to the Chancellor prior to filling out the request form.

2. Delivery Method

Electronically Delivered Programs must also describe the delivery method that will be used to deliver the program content (e.g., Blackboard, Desire2Learn, etc.) and the major features that will facilitate learning. (3.16.11.B.2)

Blackboard and Zoom will be used to deliver the courses for the online program. Courses will be designed to meet Quality Matters standards. Content to include discussion board, case studies, lectures, exams, group projects, videos, and similar methods of delivery.

3. Demand for the Program

Proposed programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed program. (3.4.5.F)

The proposal should show evidence of sufficient student and/or employer need for the program in this learning mode. Evidence should also demonstrate employer's preference for graduates of the proposed program and target audience (3.16.11.B.3) especially in the five workforce ecosystems developed by the State Department of Commerce that includes aerospace and defense, energy, agriculture and biosciences, information and financial services, and transportation and distribution.

According to the Bureau of Labor Statistics, jobs in the health care administration field are expected to grow 17 percent between 2016 and 2024, much faster than the average for all occupations, within the State of Oklahoma. Within the health sector, the demand for health care administrators is higher than all other professions. This demand is driven by demographics reflecting the aging Baby Boomers population and the need to create efficiencies and economies in a costly, broadly utilized service required by all citizens and employers in the State.

Forbes magazine listed Health care Administration as one of the *Best Degrees for Jobs*, because of the need for the skills, competencies, and confidence to pursue management and leadership positions within the complex field of health care administration. Michael Widell, Deputy Secretary of Oklahoma Workforce, acknowledges at the most recent Oklahoma Works meeting of September 19, 2017 that **Medical and Health Services Managers/Administrators** are listed as 2017 Critical Occupations, as a result of a 12% projected increase in need over the next 5 years.

Oklahoma's Department of Commerce identified health care as a "complementary ecosystem" (State Workforce Data, 2017, and therefore, a wealth generating economic driver for the state.

NSU currently has 102 students in its health care administration degree. Many of these students already work in clinical areas of health care and want to bridge over to the business and leadership side of health care. They plan to work while pursuing their degree and need the flexibility and convenience of online modalities.

7. Cost and Funding of the Proposed Program

The resource requirements and planned sources of funding of the proposed learning mode must be detailed in order to assess the adequacy of the resources to support a quality program. This assessment is to ensure that the program will be efficient in its resource utilization and to assess the impact of this proposed learning mode on the institution's overall need for funds. (3.16.11.B.7)

This is an existing program, and no additional costs or funding needs are anticipated. Students enrolled in online and blended will pay an electronic media fee to cover the costs of the technology, including Blackboard and Zoom (web conferencing). From an instructional point of view, the department may see travel savings as instructor travel between campuses is reduced and increased enrollment productivity as electronic delivery can facilitate larger class sizes in some instances.

Provide productivity goals related to the cost and funding of the proposed program.

The projected increase in enrollment for the Bachelor of Science in Health Care Administration is about 10% majors in the first year and 5% in subsequent years. Total growth from current levels in year four is an increase of 31 students. The program has the capacity to accommodate these additional students within the existing schedule and course structure, and the increased number of students would generate additional revenue in the form of tuition and fees.

Academic Year	Degrees Conferred	Majors (Headcount) Fall Semester
2016-17 (base)	35	113
2017-18	39	124
2018-19	43	130
2019-20	48	137
2020-21	53	144

Oklahoma State Regents for Higher Education
EXISTING PROGRAM ONLINE DELIVERY REQUEST FORM

If requesting institution has gone through the electronic delivery approval process and has been approved to offer electronically delivered programs, subsequent programs may be requested through the abbreviated process which is listed on page five of this form. If you have any questions contact Dr. Stephanie Beauchamp 405-225-9399.

Institution submitting request: Northeastern State University

State Regents' three-digit program code and Program name of the program: 093 Hospitality and Tourism Management, B.B.A.

Date of Letter of Intent January 10, 2018

Date of Governing Board Approval _____

Signature of President: _____ Date: _____

Complete this section **ONLY** if the requesting institutions **HAS NOT** gone through the electronic delivery approval process and has not been approved to offer electronically delivered programs.

3.16.11 Program Approval Procedures for Online

Not Applicable – Northeastern State University has been approved to offer electronically delivered programs. Responses begin in Approval of Subsequent Online Programs below.

3.16.11 Approval of Subsequent Online Programs

The process for requesting additional existing programs (new programs must be requested through the *Academic Program Approval* policy) through online delivery or other computer-mediated format is for the President to send the following information to the Chancellor: 1) letter of intent 2) the name of the program, 3) delivery method/s, 4) information related to population served and student demand, 5) cost and financing.

The letter of intent must have been submitted to the Chancellor prior to filling out the request form.

4. Delivery Method

Electronically Delivered Programs must also describe the delivery method that will be used to deliver the program content (e.g., Blackboard, Desire2Learn, etc.) and the major features that will facilitate learning. (3.16.11.B.2)

Blackboard and Zoom will be used to deliver the courses for the online program. Courses will be designed to meet Quality Matters standards. Content to include discussion board, case studies, lectures, exams, group projects, videos, and similar methods of delivery.

5. Demand for the Program

Proposed programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed program. (3.4.5.F)

The proposal should show evidence of sufficient student and/or employer need for the program in this learning mode. Evidence should also demonstrate employer's preference for graduates of the proposed program and target audience (3.16.11.B.3) especially in the five workforce ecosystems developed by the State Department of Commerce that includes aerospace and defense, energy, agriculture and biosciences, information and financial services, and transportation and distribution.

Hospitality is the third largest industry Oklahoma. According to the Oklahoma Tourism & Recreation Department, tourism generates \$8.6 billion in revenue for the state and \$634 million in state and local tax revenue.

(https://www.travelok.com/files/2016_otrd_legislative_infographic_final_2-3-17_for_web_posting.pdf). From 2010 to 2015 the state experienced an increase of 17.8% in visitor, and in 2015 there were 98,300 jobs in tourism generating a \$2.1 billion payroll. With the introduction of tribal gaming in NSU's service area, the demand for new graduates with hospitality-training continues to grow. NSU provides the state's only hospitality degree that is a business degree.

One of the program's strengths is preparing students in meeting and event planning. NSU was the first university to have its curriculum endorsed by the Professional Convention Management Association (PCMA). With a strong emphasis in meeting planning and non-profit organizations, NSU students are prepared to meet the needs of a convention association membership base spread around the world. The volunteers and officers who serve the boards are also dispersed around the globe. To meet this global need, NSU students learn to communicate and market their services to an online community. By experiencing an online degree, students will learn to discern the types of communication and environment that will have the most impact on their future.

Many NSU students are already in the workforce, but need the degree in to advance in their field. An online program is their only avenue for degree completion. By expanding our program to online NSU can to better serve Oklahoma students as well as attract students from other states and even internally.

8. Cost and Funding of the Proposed Program

The resource requirements and planned sources of funding of the proposed learning mode must be detailed in order to assess the adequacy of the resources to support a quality program. This assessment is to ensure that the program will be efficient in its resource utilization and to assess the impact of this proposed learning mode on the institution's overall need for funds. (3.16.11.B.7)

This is an existing program, and no additional costs or funding needs are anticipated. Students enrolled in online and blended will pay an electronic media fee to cover the costs of the technology,

Minutes for April 13, 2018

Attachment A

Page 11 of 26

including Blackboard and Zoom (web conferencing). From an instructional point of view, the department may see travel savings as instructor travel between campuses is reduced and increased enrollment productivity as electronic delivery can facilitate larger class sizes in some instances.

Provide productivity goals related to the cost and funding of the proposed program.

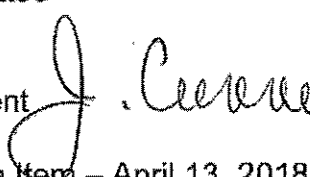
The projected increase in enrollment for the Bachelor of Business Administration in Hospitality and Tourism Management is about 10% majors in the first year and five percent in subsequent years. Projected growth from current levels in year five is an increase of 15 students. The program has the capacity to accommodate these additional students within the existing schedule and course structure, and the increased number of students would generate additional revenue in the form of tuition and fees.

Academic Year	Degrees Conferred	Majors (Headcount) Fall Semester
2016-17 (base)	13	57
2017-18	14	63
2018-19	15	66
2019-20	18	69
2020-21	19	72

OFFICE OF THE PRESIDENT

Date: March 29, 2018

To: Regional University System of Oklahoma
Educational Excellence Committee
Amy Ford, Chair

From: Dr. Janet Cunningham, President 

Re: Educational Excellence Agenda Item – April 13, 2018

Please place Northwestern Oklahoma State University on the Educational Excellence Committee Agenda for the April 13, 2018, meeting of the Regional University System of Oklahoma Board of Regents. We request approval of the following item:

Program Modification, Program Requirement Change – Certificate in Marketing (076)

If you have any questions or need additional information, please do not hesitate to contact me.

JC:md

Attachment

Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: Northwestern Oklahoma State University

Contact person: Dr. Bo Hannaford

Title: Vice President for Academic Affairs

Phone number: 580.327.8406

Current title of degree program (Level II): Certificate

Current title of degree program (Level III): Marketing

State Regent's three-digit program code: 076

Degree Granting Academic Unit: School of Professional Studies/Division of Business

With approved options in: A. _____

B. _____

TYPE OF REQUEST: Check all appropriate types of changes and complete ONLY the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2012

- ☐ (1) Program Deletion
- ☐ (2) Program Suspension
- ☐ (3) Change of Program Name and/or Degree Designation
- ☐ (4) Option Addition
- ☐ (5) Option Deletion
- ☐ (6) Option Name Change
- ☒ (7) Program Requirement Change
- ☐ (8) Other Degree Program Modification

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____

Date: 4/2/18

Date of Governing Board Approval: _____

**Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)**

Institution submitting request: NORTHWESTERN OKLAHOMA STATE UNIVERSITY

Program name and State Regents' three-digit program code to be modified:

Marketing – Certificate 076

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

- ☒ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☐ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from _____ to _____.

Explain: removing three courses no longer in course rotation and replacing with three courses in current rotation.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

Replacing three courses no longer being offered in rotation with three currently offered courses.

Number of new courses being added to course inventory: 0

List new courses being added to the course inventory: none

Number of courses being deleted from course inventory: 0

List courses being deleted from the course inventory: none

Reason for requested action (attach no more than one page if space provided is inadequate):

Replacing courses out of rotation schedule/no longer offered with current courses offered.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes
If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

Will requested change impact an embedded certificate? ☐ No ☐ Yes

If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted certificate(s) must accompany the modification request to the main program.

This modification is to the embedded certificate and will have no impacted change to the main program.

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
Certificate in Marketing For Business Majors:	Certificate in Marketing For Business Majors:
FIN 1113 Personal Finance 3	FIN 1113 Personal Finance 3
MATH 2013 Statistics 3	MATH 2013 Statistics 3
GBUS 2033 Leadership in Business ... 3	GBUS 2033 Leadership in Business ... 3
MRKT 3413 Consumer Behavior 3	<i>MGMT 3103 Management Controls 3</i>
MRKT 4043 Sales 3	<i>MRKT 3313 Technology & Marketing... 3</i>
MRKT 4103 Marketing Management... 3	MRKT 3413 Consumer Behavior 3
MRKT 4113 International Marketing... 3	MRKT 4043 Sales 3
MRKT 4253 Integrated Marketing Communications 3	MRKT 4103 Marketing Management... 3
Upper level Marketing electives. 6	MRKT 4113 International Marketing... 3
TOTAL HOURS... 30	MRKT 4253 Integrated Marketing Communications 3
	<i>MRKT 4323 Marketing Strategy 3</i>
	Upper level Marketing electives. 6
	TOTAL HOURS... 30



Office of the President
**Southeastern Oklahoma
State University**

March 24, 2018

Regional University System of Oklahoma
Landmark Towers
3555 Northwest 58th, Suite 320
Oklahoma City, OK 73112

RE: Educational Excellence Committee

Dear Board Members:

We are seeking approval for the following program modifications:

Master of Education in Special Education (072) – A course substitution in the core. No change in total hours.

Master of Education in Curriculum and Instruction (110) – Addition of three courses to the Generalist option list. No change in total hours.

Please see the attached documents for the program requests.

Sincerely,

Sean Burrage
President

Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: Southeastern Oklahoma State University _____

Contact person: Dr. Bryon Clark _____

Title: Vice President for Academic Affairs _____

Phone number: 580-745-2064 _____

Current title of degree program (Level II): Master of Education _____

Current title of degree program (Level III): Curriculum and Instruction _____

State Regent's three-digit program code: 110 _____

Degree Granting Academic Unit: School of Education and Behavioral Sciences _____

With approved options in: A. Generalist _____

B. English Education _____

C. Mathematics Education _____

D. Science Education _____

E. Educational Technology _____

TYPE OF REQUEST: Check all appropriate types of changes and complete ONLY the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program _____

- ☐ (1) Program Deletion
- ☐ (2) Program Suspension
- ☐ (3) Change of Program Name and/or Degree Designation
- ☐ (4) Option Addition
- ☐ (5) Option Deletion
- ☐ (6) Option Name Change
- ☒ (7) Program Requirement Change
- ☐ (8) Other Degree Program Modification

Complete and return **ONLY** this cover sheet **AND** the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ Date: 3/25/18

Date of Governing Board Approval: _____

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
 (continued)

Institution submitting request: Southeastern Oklahoma State University

Program name and State Regents' three-digit program code to be modified:

Master of Education in Curriculum and Instruction (110)

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

- ☒ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☐ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from _____ to _____.

Explain: _____

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

Add SPED 5073, SPED 5113 and COUN 5243 to the list of courses for the Generalist option. The option remains 12 hours. The statement that other elective hours could be selected at the discretion of the department's Graduate committee.

Number of new courses being added to course inventory: 0

List new courses being added to the course inventory: _____

Number of courses being deleted from course inventory: 0

List courses being deleted from the course inventory: _____

Reason for requested action (attach no more than one page if space provided is inadequate):

Students seeking alternative certification will be able to complete coursework that counts towards the C&I Generalist degree.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes

If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

Will requested change impact an embedded certificate? ☒ No ☐ Yes

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
Core Courses (18 hours) EDUC 5203 Introduction to Education Research EDUC 5103 History and Philosophy of Education EDUC 5153 Teaching Strategies EDUC 5183 Leading in Cultural Responsive Learning Environments EDAD 5373 Public School Law EDUC 5313 Introduction to Learning Technologies	Core Courses (18 hours) EDUC 5203 Introduction to Education Research EDUC 5103 History and Philosophy of Education EDUC 5153 Teaching Strategies EDUC 5183 Leading in Cultural Responsive Learning Environments EDAD 5373 Public School Law EDUC 5313 Introduction to Learning Technologies
Option A: Generalist (12 hours) EDUC 5113 Fundamentals of Curriculum Development EDUC 5513 Professional, Reflection and Ethical Practice EDUC 5413 Student and Program Assessment and Evaluation EDUC 5613 Collaboration Between Families, Communities and School	Option A: Generalist (12 hours) EDUC 5113 Fundamentals of Curriculum Development EDUC 5513 Professional, Reflection and Ethical Practice EDUC 5413 Student and Program Assessment and Evaluation EDUC 5613 Collaboration Between Families, Communities and School SPED 5073 Positive Behavioral Interventions and Supports SPED 5113 Advanced Foundations of Special Education COUN 5243 Human Growth and Development in Counseling
	Other elective courses may be selected at the discretion of the department's Graduate Committee (comprised of the program coordinators).

Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: Southeastern Oklahoma State University _____

Contact person: Dr. Bryon Clark _____

Title: Vice President for Academic Affairs _____

Phone number: 580-745-2064 _____

Current title of degree program (Level II): Master of Education _____

Current title of degree program (Level III): Special Education _____

State Regent's three-digit program code: 072 _____

Degree Granting Academic Unit: School of Education and Behavioral Sciences _____

With approved options in: A. Specialization Initial/NBCT Preparation _____

B. Special Education Administration _____

C. Early Childhood Special Education Specialist _____

D. Challenging Behavior _____

E. _____

TYPE OF REQUEST: Check all appropriate types of changes and complete ONLY the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2017 _____

- ☐ (1) Program Deletion
- ☐ (2) Program Suspension
- ☐ (3) Change of Program Name and/or Degree Designation
- ☐ (4) Option Addition
- ☐ (5) Option Deletion
- ☐ (6) Option Name Change
- ☒ (7) Program Requirement Change
- ☐ (8) Other Degree Program Modification

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President:  Date: 3/25/18

Date of Governing Board Approval: _____

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: Southeastern Oklahoma State University

Program name and State Regents' three-digit program code to be modified:

Master of Education in Special Education (072)

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

- ☒ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☐ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from _____ to _____.

Explain: _____

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

Replace ENG 5983 Seminar in Grant Writing with SPED 5153 Learning Environments and Social Interactions within the core.

Number of new courses being added to course inventory: 0

List new courses being added to the course inventory: _____

Number of courses being deleted from course inventory: 0

List courses being deleted from the course inventory: _____

Reason for requested action (attach no more than one page if space provided is inadequate):

This change will help us to better meet our students' learning needs by improving the alignment of the M.Ed. in Special Education program objects to the CEC (Council for Exceptional Children) standards.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes
If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

Will requested change impact an embedded certificate? ☒ No ☐ Yes

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
EDUC 5203 Introduction to Educational Research	EDUC 5203 Introduction to Educational Research
SPED 5113 Advanced Foundations of Special Education	SPED 5113 Advanced Foundations of Special Education
SPED 5023 Program Development and Organization in Special Education	SPED 5023 Program Development and Organization in Special Education
SPED 5033 Research, Inquiry, and Evidenced-Based Practices	SPED 5033 Research, Inquiry, and Evidenced-Based Practices
SPED 5043 Student Assessment and the RtI Process	SPED 5043 Student Assessment and the RtI Process
ENGL 5983 Seminar in Grant-Writing	SPED 5063 Consulting, Collaboration, and Co-Teaching
SPED 5063 Consulting, Collaboration, and Co-Teaching	SPED 5153 Learning Environments and Social Interactions
Option A. Specialization Initial/NBCT Preparation	Option A. Specialization Initial/NBCT Preparation
SPED 5123 Development, Characteristics and Individual Learning Differences	SPED 5123 Development, Characteristics and Individual Learning Differences
SPED 5143 Advanced Instructional Strategies for Learners with Mild/Moderate	SPED 5143 Advanced Instructional Strategies for Learners with Mild/Moderate
SPED 5153 Learning Environments and Social Interactions	SPED 5153 Learning Environments and Social Interactions
Option B. Special Education Administration	Option B. Special Education Administration
SPED 5233 Special Education Law	SPED 5233 Special Education Law
EDAD 5473 Administration of Special Education Programs	EDAD 5473 Administration of Special Education Programs
EDAD 5373 Public School Law	EDAD 5373 Public School Law
Option C. Early Childhood Special Education Specialist	Option C. Early Childhood Special Education Specialist
SPED 5123 Development, Characteristics and Individual Learning Differences	SPED 5123 Development, Characteristics and Individual Learning Differences
SPED 5162 Development of Language Skills	SPED 5162 Development of Language Skills
SPED 5314 Early Childhood Special Education	SPED 5314 Early Childhood Special Education
Option D. Challenging Behavior	Option D. Challenging Behavior
SPED 5073 Positive Behavioral Interventions and Supports	SPED 5073 Positive Behavioral Interventions and Supports
SPED 5083 Teaching Students with Autism	SPED 5083 Teaching Students with Autism
SPED 5093 Applied Behavior Analysis for Teachers	SPED 5093 Applied Behavior Analysis for Teachers

TO: Board of Regents of the
Regional University System of Oklahoma
Mark Stansberry, Chair

FROM: Randy L. Beutler, President

DATE: March 30, 2018

SUBJECT: Educational Excellence Committee Agenda Items – April 13, 2018

Please place Southwestern Oklahoma State University on the Academic Affairs Committee agenda for the April 13, 2018, Board of Regents of the Regional University System of Oklahoma meeting regarding the following items:

- Program Modification requests for the following program:
 1. Doctor of Pharmacy-PHARM D in College of Pharmacy (142)

Documents for this program modification is attached. If you need additional information regarding this items, please let me know.

Request for Program Modification***Oklahoma State Regents for Higher Education***Institution submitting request: **Southwestern Oklahoma State University**Contact person: **Dr. James South**Title: **Provost and Vice President for Academic Affairs**Phone number: **580-774-3771**Current title of degree program (Level II): **Doctor of Pharmacy-PHARM D**Current title of degree program (Level III): **Doctor of Pharmacy**State Regent's three-digit program code: **142**Degree Granting Academic Unit: **College of Pharmacy**

With approved options in: A. _____

B. _____

TYPE OF REQUEST: Check all appropriate types of changes and complete **ONLY** the appropriate page(s). *Excluding program deletions and suspensions, to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program **2013**

- ☐ (1) Program Deletion
☐ (2) Program Suspension
☐ (3) Change of Program Name and/or Degree Designation
☐ (4) Option Addition
☐ (5) Option Deletion
☐ (6) Option Name Change
☐ (7) Program Requirement Change
☒ (8) Other Degree Program Modification

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ Date: _____

Date of Governing Board Approval: _____

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: **Southwestern Oklahoma State University**

Program name and State Regents' three-digit program code of program to be modified:

Doctor of Pharmacy-PHARM D (142)

(8) OTHER DEGREE PROGRAM MODIFICATION

NOTE: Information not included on the requested action may cause a delay in processing.

Requested action:

- 1) **Change the title of PHARM 3813 Community Pharmacy to Community Pharmacy I**
- 2) **Change the title of PHARM 5054 Nonprescription Product Therapeutics to Community Pharmacy II**

Reason for requested action (attach no more than one page if space provided is inadequate):

The title changes to PHARM 3813 and PHARM 5054 reflect the sequential nature of learning and skill development in these two courses. Both courses focus on community pharmacy topics and concepts. PHARM 5054 (a third professional year course) is undergoing a revision of content to include conceptual and skill development in medication therapy management (MTM)

Will requested change require additional funds? ☒ No ☐ Yes

If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended (if explanation exceeds space provided, attach no more than one page).

Will requested action change curriculum? ☒ No ☐ Yes

If yes, provide complete a Program Requirement Change form and include the current and proposed curriculum degree program requirements and degree program objectives (on no more than three pages). Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum
3001 Introduction to Pharmacy	3001 Introduction to Pharmacy
3010 Pharmacy Seminar I	3010 Pharmacy Seminar I
3012 Pharmacy Calculations	3012 Pharmacy Calculations
3023 Pharmaceutics I	3023 Pharmaceutics I
3123 Pharmaceutics II	3123 Pharmaceutics II
3213 IPPE – Community	3213 IPPE – Community
3311 Pharm. Care Lab I	3311 Pharm. Care Lab I
3321 Pharm. Care Lab II	3321 Pharm. Care Lab II
3405 Fundamentals of Drug Action	3405 Fundamentals of Drug Action
3614 Physiology	3614 Physiology
3813 Community Pharmacy	3813 Community Pharmacy I
3823 Health & Biostatistics	3823 Health & Biostatistics
4010 Pharmacy Seminar II	4010 Pharmacy Seminar II
4124 Biochemistry	4124 Biochemistry
4142 Health-Systems Pharmacy	4142 Health-Systems Pharmacy
4213 Immunology	4213 Immunology
4223 IPPE – Institutional	4223 IPPE – Institutional
4302 Drug Information	4302 Drug Information
4323 Pharmacotherapy I	4323 Pharmacotherapy I
4331 Pharm. Care Lab III	4331 Pharm. Care Lab III
4332 Basic Pharmacokinetics	4332 Basic Pharmacokinetics
4341 Pharm. Care Lab IV	4341 Pharm. Care Lab IV
4512 Medicinal Chemistry I	4512 Medicinal Chemistry I
4522 Medicinal Chemistry II	4522 Medicinal Chemistry II
4612 Pathophysiology I	4612 Pathophysiology I
4622 Pathophysiology II	4622 Pathophysiology II
4634 Pharmacology I	4634 Pharmacology I
4644 Pharmacology II	4644 Pharmacology II
4712 Health Issues I	4712 Health Issues I
5010 Pharmacy Seminar III	5010 Pharmacy Seminar III
5054 Nonprescription Product Therapeutics	5054 Community Pharmacy II
5204 Pharmacotherapy II	5204 Pharmacotherapy II
5234 Pharmacotherapy III	5234 Pharmacotherapy III
5301 Clinical Pharmacokinetics	5301 Clinical Pharmacokinetics
5351 Pharm. Care Lab V	5351 Pharm. Care Lab V
5361 Pharm. Care Lab VI	5361 Pharm. Care Lab VI
5753 Toxicology	5753 Toxicology
5812 Health Issues II	5812 Health Issues II
5822 Health Issues III	5822 Health Issues III
5823 Pharmacy Administration	5823 Pharmacy Administration
5844 Jurisprudence	5844 Jurisprudence
5853 Pharmacy Management & Marketing	5853 Pharmacy Management & Marketing
Professional Elective	Professional Elective
Professional Elective	Professional Elective
5914 APPE – Community A	5914 APPE – Community A
5924 APPE – Community B	5924 APPE – Community B
5934 APPE – Institutional	5934 APPE – Institutional
5944 APPE – Selective A	5944 APPE – Selective A
5954 APPE – Medicine Selective A	5954 APPE – Medicine Selective A
5964 APPE – Medicine Selective B	5964 APPE – Medicine Selective B
5974 APPE – General Medicine	5974 APPE – General Medicine
5984 APPE – Selective B	5984 APPE – Selective B
5994 APPE – Ambulatory Care	5994 APPE – Ambulatory Care



March 30, 2018

Regent Connie Reilly
Regional University System of Oklahoma
Landmark Tower, Suite 320
3555 N. W. 58th Street
Oklahoma City, OK 73112

RE: Facilities Stewardship Committee

Dear Regent Reilly:

Please place Southeastern Oklahoma State University on the Facilities Planning and Construction Committee Agenda for April for the following items:

1. Southeastern is requesting approval to execute an easement to Oklahoma Gas and Electric Company. The easement is needed to install utilities underground for new construction to be built on the adjoining property owned by the St. Williams Catholic Church.

This approval will delegate the authority to the President or his designee to sign the documents necessary to grant the easement, subject to legal counsel's review.

2. Southeastern is requesting approval of use of university property by SE Foundation for Native American Art Museum.

Project Description: Southeastern requests approval to lease University property, 430 Montgomery Drive, Durant, Oklahoma, to the Southeastern Foundation for 36 months. The lease will allow the Southeastern Foundation and the Semple Family Museum Foundation to construct an approximate 3,400 square foot building to house Southeastern's Native American art collection and other collections. All construction costs, including demolition of an existing structure (abandoned house), will be 100% privately funded by the Semple Family Museum Foundation in conjunction with the Southeastern Foundation. The estimated cost of the project is \$1 million, which is to be fully funded by the donor, the Semple Family Museum Foundation. Upon completion of the project, the new museum will be gifted to and operated by Southeastern.

Southeastern requests permission to name the facility the Semple Family Museum as the donor will have contributed 100% of the costs associated with the project, which is compliant with the Regional University System of Oklahoma board policy, 5.10.1.

Additionally, Southeastern requests delegation of power and authority to do all things necessary to complete the project as defined.

Requested Funding Approval: Requesting \$0

Budget Breakdown: \$1 million Construction

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: Private funding

Please let me know if additional information is needed.

Sincerely,



Sean Burrage
President

Minutes for April 13, 2018

Attachment B
Page 3 of 17
OG&E Electric Services
An OGE Energy Corp. Company

March 15, 2018

Southeastern Oklahoma State University

To Whom It May Concern:

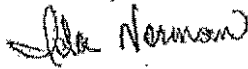
As part of a request for service by the Roman Catholic Diocese aka St. Williams Catholic Church we need to obtain an easement from the University granting us the right to place our facilities on the property. This project and the location of facilities on the university's property require the easement for legal purposes.

If it is agreeable to you, please obtain the proper signature on the enclosed form and return it to the address shown on the easement form, at your earliest convenience. Please review the following instructions to ensure that this easement will be legally correct and that there will be no delay in processing:

- The date of signing must match the date of notarizing.
- The notary must fill in all blanks in the acknowledgement, and add the notary seal.
- The notary expiration date must be later than the date of notarizing.

Should you have any questions about this letter or the enclosed easement, please feel free to call me at (580) 220-2843 or on my mobile at (580) 516-3049 and I will do my best to answer your questions. I appreciate your time and prompt attention to this matter. Have a great day!

Sincerely,



Ida Norman
Field Service Agent
Andover Service Center
OG&E Corp Services

RETURN TO:
Land Management Coordinator
OGE Electric Services
2214 West Broadway
Ardmore, OK 73401

EASEMENT

Work Order No: 7377893

KNOW ALL MEN BY THESE PRESENTS: THAT Southeastern State College a/k/a Southeastern Oklahoma State University, Grantor, in consideration of Ten or more dollars in hand paid, the receipt of which is hereby acknowledged, and other good and valuable consideration, does hereby grant and warrant unto OKLAHOMA GAS AND ELECTRIC COMPANY, an Oklahoma corporation, Grantee, its successors and assigns, the right, privilege and authority to enter upon and install, erect, operate, maintain, and reconstruct underground and/or above ground a system of conduits, wires, cables, vaults, junction boxes, switches, fuses, transformers, service connection boxes and other fixtures for the transmission and distribution of electrical current and communication messages, including the right of ingress and egress to and from said system across adjoining lands of Grantor, upon and across the following real property and premises, situated in BRYAN County, State of Oklahoma, to wit:

A part of the SW/4 NE/4, Section 29, T6S, R9E, Bryan County, Oklahoma, as shown and described on Exhibit "A", attached hereto and hereby made a part of this easement.

Grantor further covenants and agrees that no building or other structure shall ever be erected nor shall any excavation or other removal of soil, so as to change the grade of terrain, be accomplished by Grantor, its heirs or assigns, within the above described easement area unless the written consent of the Grantee is first obtained. Grantor further acknowledges the requirements of 63 Oklahoma Statutes (1991) Section 142.1, et. seq. (One-call statute).

The rights and privileges above granted to continue so long as same are used or needed for the transmission and distribution of electric current or communication messages; but should the Grantee remove its property from the premises and abandon the right of way herein granted, then the rights granted in this easement shall terminate.

Signed and delivered this day of March, 2018.

Southeastern State College
a/k/a Southeastern Oklahoma State University

Sean Burrage, President

ACKNOWLEDGMENT

STATE OF OKLAHOMA, COUNTY OF _____ SS;
Before me, the undersigned, a Notary Public, in and for said County and State, on this _____ day of March, 2018, personally appeared Sean Burrage, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President of Southeastern State College a/k/a Southeastern Oklahoma State University and acknowledged to me that he executed the same as his free and voluntary act and deed of such university, for the uses and purposes therein set forth.

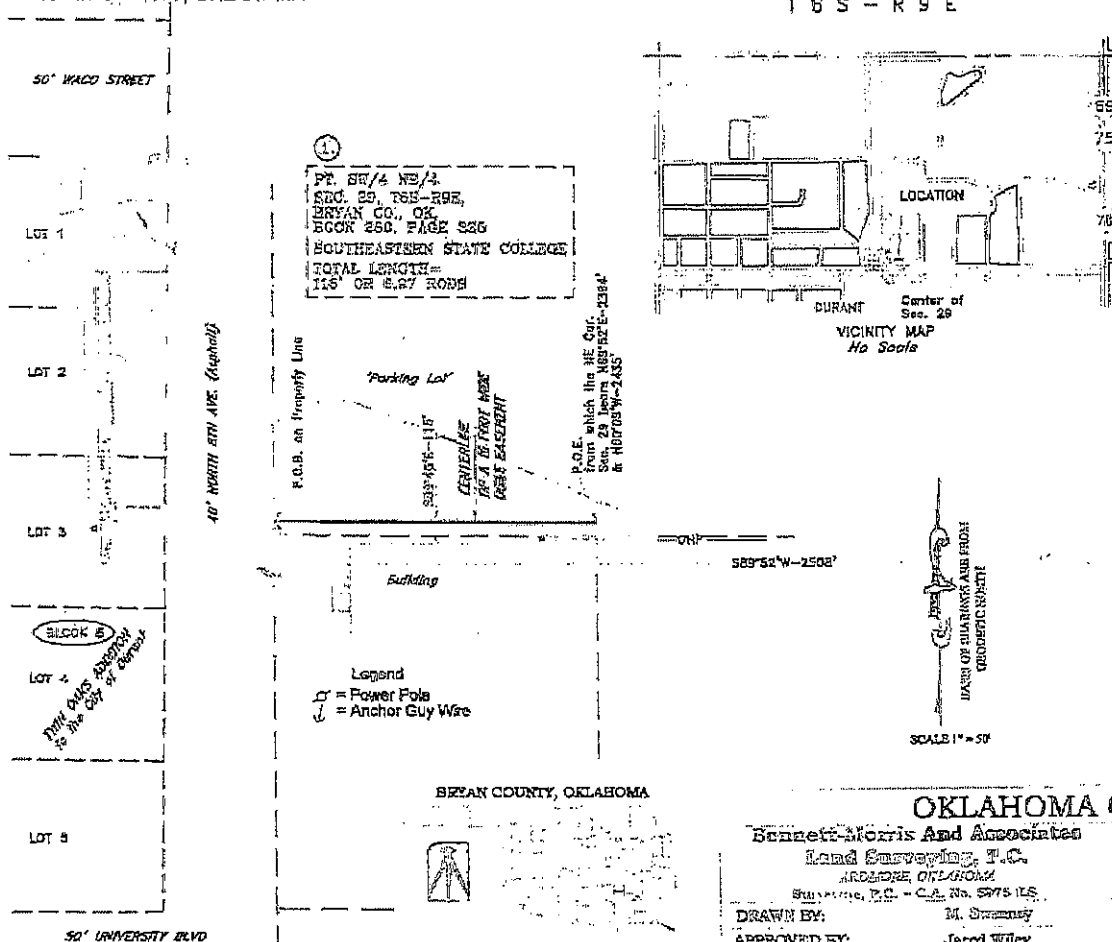
My Commission Expires: _____

Commission # _____

Notary Public

EXHIBIT "A"

10 FOOT WIDE OG&E EASEMENT IN A PART
OF THE SW/4 NE/4 SECTION 29, T6S-R9E,
BRYAN COUNTY, OKLAHOMA



20	21
29	28

CENTERLINE DESCRIPTION OF A 10 FOOT WIDE OG&E
EASEMENT IN A PART OF THE SW/4 NE/4 SECTION 29,
T6S-R9E OF THE LM, BRYAN COUNTY, OKLAHOMA:

COMMENCING at the Northeast Corner of said Section 29,
Thence S00°08'E with the East Line of said Section, 2434 feet,
Thence S89°52'W perpendicular to the East Line of said
Section, 2508 feet to the POINT OF BEGINNING on a
Property Line, also being on the East line of Eighth Avenue
according to the recorded plat of Twin Oaks Addition to the
City of Durant.

Thence S89°48'E 115 feet to the Point of Ending from which
the Northeast Corner of said Section bears N89°52'E
perpendicular to the East Line of said Section, 2394 feet and
N00°08'W with the East Line of said Section, 2435 feet. Basis
of Bearings are Geodetic North. Said being described by Jared
A. Wiley L.P.L.S. No. 1820 on 3-9-18.

TOTAL LENGTH= 115' OR 6.97 RODS

SURVEYOR'S CERTIFICATE

I, Jared A. Wiley, Licensed Professional Land Surveyor,
hereby state that this plat depicts an accurate representation of
the easement description, as shown hereon, it is not a Land or
Boundary Survey.

Jared A. Wiley L.P.L.S. No. 1820
Phone (580) 325-5105
Fax (888) 662-7778
1010 Northwest Blvd.
Ardmore, OK 73401

OKLAHOMA GAS AND ELECTRIC COMPANY

Bennett-Morris And Associates
Land Surveying, P.C.
ARDMORE, OKLAHOMA
Bennett-Morris, P.C. - C.A. No. 5275 ILS
DRAWN BY: M. Swanney
APPROVED BY: Jared Wiley

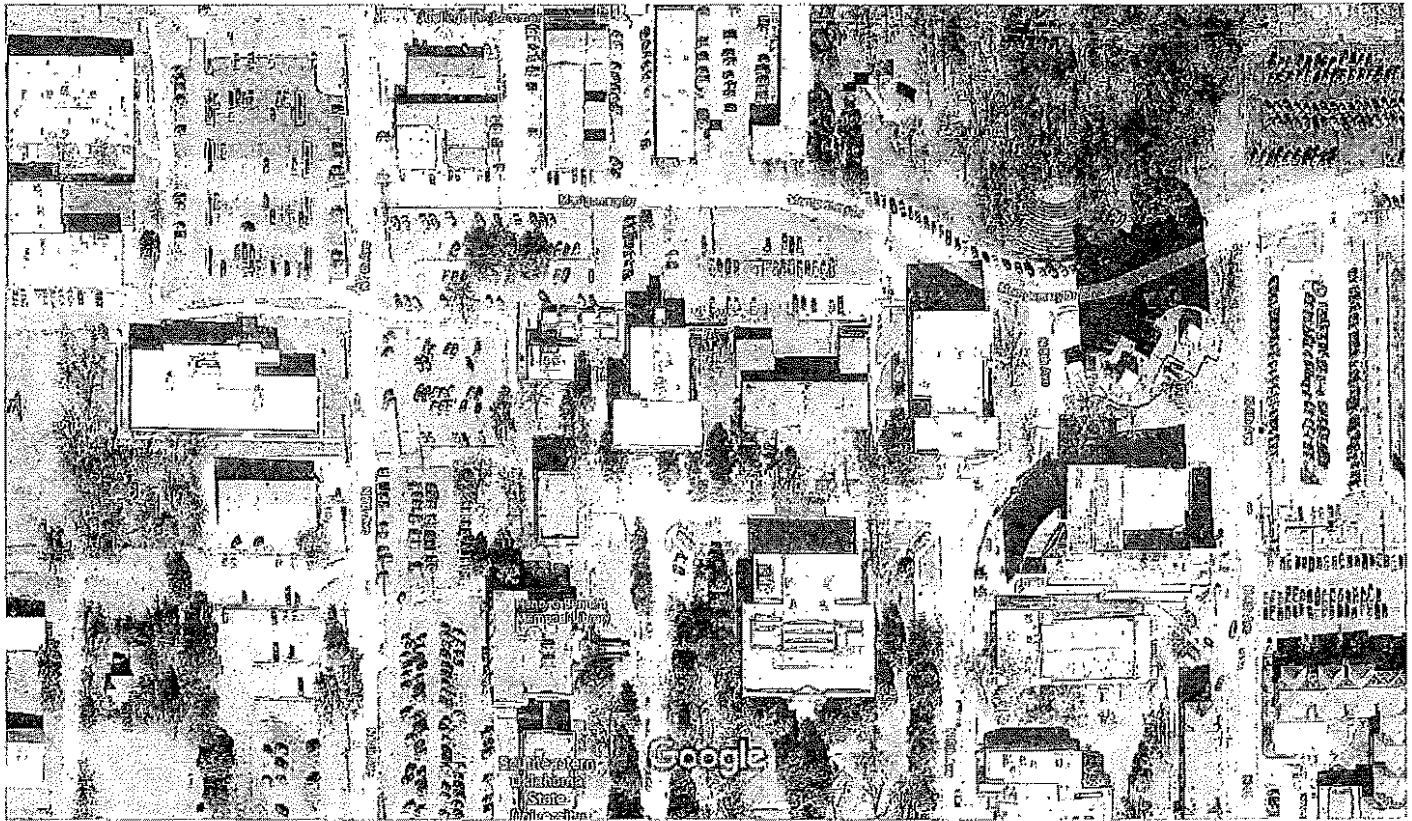
OG&E EASEMENT SKETCH
W.O. # 7377893
St. Williams Catholic Church
FILE #: 184045 DATE: 8-9-18
DRWG #: 184045-1.DWG DATE: 8-9-18

REVISIONS:

SCALE: 1in = 50 ft
SHEET 1

Attachment B
Page 5 of 17

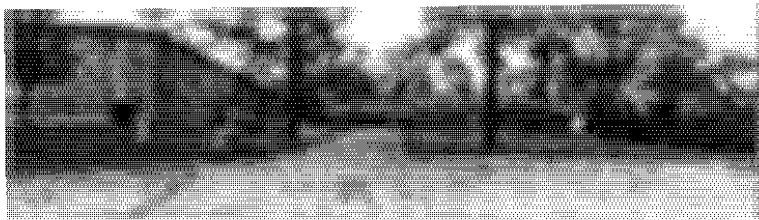
Minutes for April 13, 2018
Google Maps 430 Montgomery Dr



Imagery ©2018 Google, Map data ©2018 Google 100 ft



430 Montgomery Dr
Durant, OK 74701





UNIVERSITY OF
Central Oklahoma

Date: April 12, 2018
To: Board of Regents of the Regional University System of Oklahoma
Facilities Stewardship Committee Chair, Connie Reilly
From: President Don Betz

University of Central Oklahoma

April 2018 Facilities Stewardship Committee

1. Request Approval for Projects:

a. **Project # 120-0079 Business Building Renovation and Addition**

Project Description: Approve award of project to Timberlake Construction, Inc., the UCO Small Project Construction Manager at Risk and funding for Phase 1 and Phase 2 restroom improvements necessary for compliance with ADA and Life Safety code for the Business Building.

Requested Funding Approval: \$950,000

Budget Breakdown: \$950,000 Construction

Job Order Contractor: No

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: College of Business Academic Student Facility Fee funds, E&G funds and Section 13 Funds

b. **Project # 120-0043 Roof Repair and Replacement**

Project Description: Request award to Alpha, the UCO Job Order Contractor, in the amount not to exceed \$350,000 for the removal and replacement of the Lillard Administration Roof

Requested Funding Approval: \$350,000

Budget Breakdown: \$350,000 Construction

Job Order Contractor: Yes, Alpha Building Corporation, in the amount not to exceed \$350,000. Job Order Contract approved 02/19/2016 with a contract term 02/23/2016 through 02/22/2021.

Congruent with Campus Master Plan or Strategic Plan?: Yes

Revenue Sources: Section 13 funds

c. Project # 120-0032 Sports Complex Improvements

Project Description: Request approval to award contract to Shawnee Lighting in an amount not to exceed \$945,000 for sports field lighting for the Baseball, Softball and Soccer fields

Requested Funding Approval: \$945,000

Budget Breakdown: \$945,000 Construction

Job Order Contractor: No

Congruent with Campus Master Plan or Strategic Plan?: Yes

Revenue Sources: Current Athletic Department Student Activity Fees, Private Gifts

d. Oil and Gas Leases

The University of Central Oklahoma respectfully requests the approval of two Oil and Gas Leases between the University of Central Oklahoma and Boss Hog Royalties, LLC. for Lea County, New Mexico rights for \$500/ac., 1/5 royalty and to delegate authority to the President or his designee to finalize and execute all necessary documents.

The oil and gas lease contracts are attached.

2. Ratification Items: None to Report

3. Change Orders:

a. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #15 in the amount of \$207,176 for the addition of domestic water booster pump and the addition of fire pump, as well as the additional required plumbing connections. This change order will increase the contract to \$17,741,273.

Budget Breakdown: \$207,176

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

b. Project # 120-0094 New Math Science/Lab Building (STEM)

Project Description: Approve issue of Change Order #16 in the amount of \$132,342 for the addition of (2) autoclaves and (13) nursing simulation headwalls. This change order will increase the contract to \$17,873,615.

Budget Breakdown: \$132,342

Revenue Sources: Current available Master Real Property Lease Revenue Bond Funds

4. Information Items:

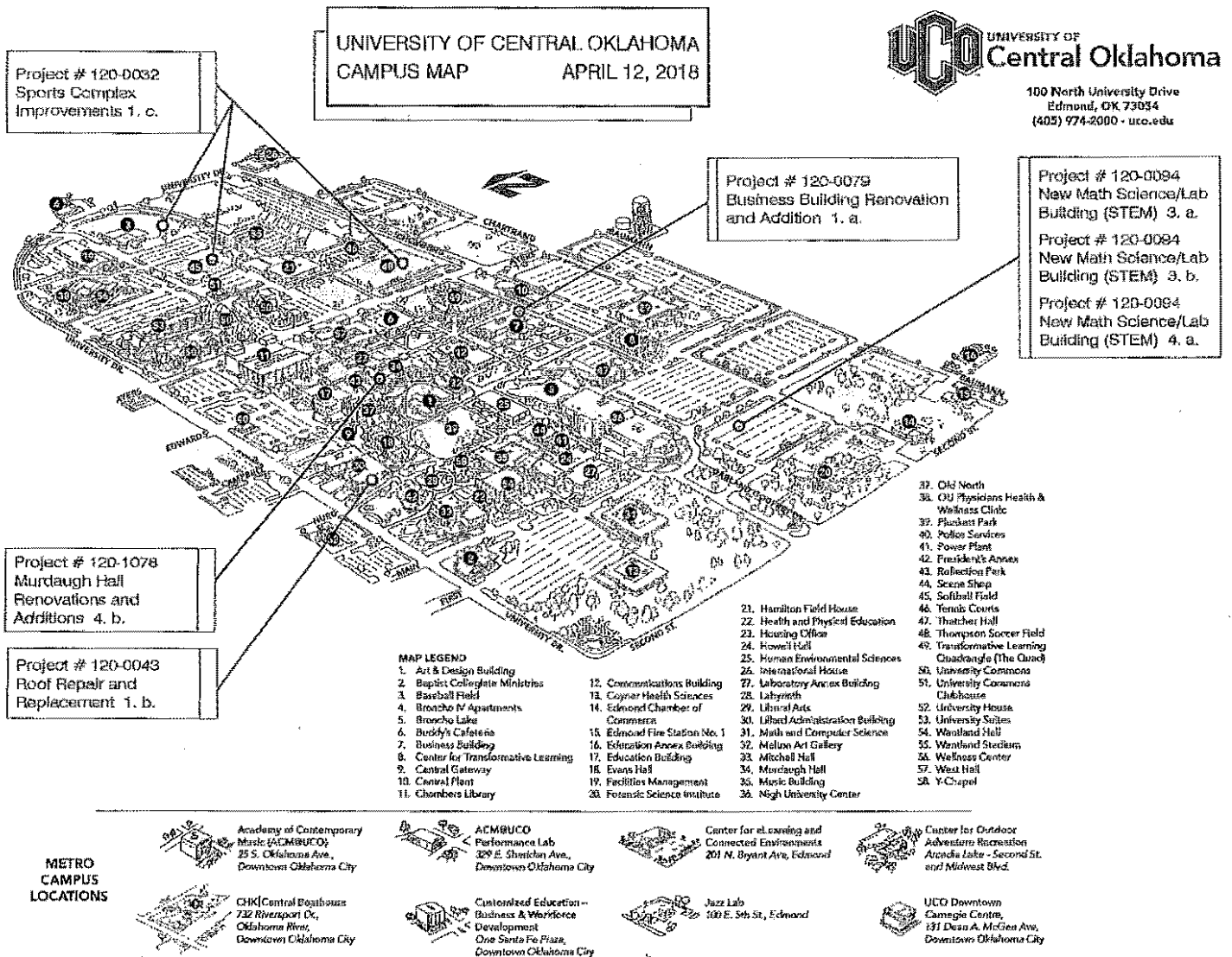
a. **Project # 120-0094 New Math Science/Lab Building (STEM)**

Project Description: Change Order # 14 in the amount of \$23,235 was issued to Lippert Bros. for various modifications including additional drywall, framing, and paint in office areas and modifications necessary to accommodate additional lab equipment to be installed. Master Real Property Lease Revenue Bond Funds.

b. **Project # 120-1078 Murdaugh Hall Renovations and Additions**

Project Description: Award was made to Alpha, the UCO Job Order Contractor, for replacement of the lower roof at Murdaugh Hall in the amount of \$40,062. Campus Enterprises (Housing) funds.

Attachments: Campus Map
 Oil and Gas Lease Contracts
 Change Order # 14, #15, and #16 to Lippert Brothers (STEM)



ORDER FOR PAYMENTLease Effective DATE: January 15, 2018PAYMENT NO.: 1 of 1

University of Central Oklahoma, hereinafter called "Lessor" does hereby confirm that on this date Lessor executed an Oil and gas Lease (the "Agreement") in favor of Boss Hog Royalties, LLC, hereinafter called "Lessee", covering land in Lea County, New Mexico described as:

Township 19 South, Range 36 East, NMPM
Section 31: SE4
Containing 160.00 acres, more or less.

As consideration for said Agreement, Lessee hereby agrees to pay: TWO THOUSAND FIVE HUNDRED and 00/100 (\$2,500.00) to Lessor (subject to approval of Lessor title) on or before thirty (30) banking days from receipt by Lessee of the fully executed Oil and Gas Lease and original executed Order for Payment at the Mailing Address below. If such payment is not received by the specified date, Lessor should notify Lessee by certified mail of such fact. Lessee shall then have ten (10) days after receipt of notification to research and make such payment or the Oil and Gas Lease shall be null and void.

If Lessee determines that the Lessor ownership is less than the entire undivided interest in the oil and gas or other rights in the lands described above, then the dollar amount specified above shall be paid to Lessor only in the proportion that the actual interest in the premises covered by the Oil and Gas Lease as they bear to the entire interest in those lands. Should Lessor own more or less than the net acre interest specified below, Lessee may increase or reduce the specified dollar amount proportionately.

Lea County, New Mexico, Gross Acres: 160.00Net Acres: 5.00Price Per Net Acre: \$500.00**LESSOR:****LESSEE:**

Don Betz, President

Date



Norman Thole, Landman

Date

Social Security or Tax ID No.: 63**RETURN MAILING ADDRESS**

Boss Hog Royalties, LLC
15 Brookhaven Trail
Littleton, CO 80123

LESSEE USE ONLY

Received Date: _____

Payment Due Date: _____

OGL No.: _____

Prospect No.: _____

Payment Approved by: _____

OIL AND GAS LEASE

Minutes for April 13, 2018

AGREEMENT, Made and entered into the 15th day of January, 2018, by and between University of Central Oklahoma whose address is 100 North University, #210, Edmond, OK 73034 hereinafter called Lessor (whether one or more) and Boss Hog Royalties, LLC, whose address is 15 Brookhaven Trail, Littleton, CO 80123, hereinafter called Lessee:

Attachment B

Page 12 of 17

WITNESSETH, that the Lessor, for and in consideration of Ten and More DOLLARS (\$10.00 & More) cash in hand paid, the receipt of which is hereby acknowledged, and the covenants and agreements hereinafter contained, has granted, demised, leased and let, and by these presents does grant, demise, lease and let exclusively unto the said Lessee, the land hereinafter described, with the exclusive right for the purpose of drilling, mining, exploring by geophysical and any other methods, and operating for and producing therefrom oil and all gas of whatsoever nature or kind, specifically including coalbed methane and any and all substances produced in association therewith from coal-bearing formations, with rights of way and easements for surveying and re-surveying, constructing, laying, repairing, replacing, upgrading and removing in whole or in part, pipelines and related equipment including, without limitation, gauges, metering and communication equipment and valve sets, and access over and across the lands described for said purposes, and erection of any structures thereon necessary to produce, save and take care of said products, all that certain tract of land situated in the County of Lea, State of New Mexico described as follows, to-wit ("Leased Premises"):

Township 19 South, Range 36 East, NMPM

Section 31: SE4

Containing 160.00 acres, more or less.

Lessor also intends to include in this lease to Lessee, and by this reference hereby does lease to Lessee under the terms and consideration herein recited, any right, title and interest Lessor may have in and to any and all mineral rights on, in and under any and all streets, county roads, highways, railroad strips and/or any and all other easements and rights of way whatsoever, canals, ditches, and any other waterways laying across and/or adjacent and/or in any way appertaining to the lands hereinabove described, including, without limitation, any lands acquired previously or in the future by adverse possession, after acquired title to the lands hereinabove described, and by accretion through meander or waterways or any recession of shoreline whether specifically described hereinabove or not. Lessor further agrees to execute and deliver such other and additional instruments, notices, oil and gas leases, and other documents, and to do all such other and further acts and things, as may be reasonably necessary to more fully and effectively grant, lease, and assign to Lessee, the rights and interests, leased or intended to be leased hereby.

1. It is agreed that this lease shall remain in force for a term of Three (3) years as long thereafter as oil or gas of whatsoever nature or kind, specifically including coalbed methane and any and all substances produced in association therewith from coal-bearing formations including, without limitation, water from coal-bearing formations, is produced from said Leased Premises or on acreage pooled therewith, or drilling operations are continued as hereinafter provided. If, at the expiration of the primary term of this lease, oil, gas, or any other substance provided for herein is not being produced on the Leased Premises or on acreage pooled therewith but Lessee is then engaged in drilling or re-working operations thereon ("drilling operations" shall include, without limitation, surface inspections conducted by Lessee or its agents, surveying and staking of well sites, construction of well pads and related access roads, and post construction well pad preparation), then this lease shall continue in force so long as operations are being continuously prosecuted on the Leased Premises or on acreage pooled therewith; and operations shall be considered to be continuously prosecuted if not more than one hundred eighty (180) days shall elapse between the completion or abandonment of one well and the beginning of operations for the drilling or re-working of a subsequent well. If after discovery of oil or gas on said land or on acreage pooled therewith, the production thereof should cease from any cause after the primary term, this lease shall not terminate if Lessee commences additional drilling or re-working operations within one hundred eighty (180) days from date of cessation of production or from date of completion of dry hole. If oil, gas, or any other substance provided for herein shall be discovered and produced as a result of such operations at or after the expiration of the primary term of this lease, this lease shall continue in force so long as oil, gas, or any other substance provided for herein is produced from the Leased Premises or on acreage pooled therewith.

In the event a well or wells are drilled and completed on the lands, or on the lands pooled therewith, for the purpose of developing coalbed gas, the word "operations" shall mean, in addition to those matters covered in the preceding sentence, (1) operations of said wells to remove water or other substances from the coalbed, or to dispose of such water or other substances, even though such operations do not result in the production of hydrocarbons in paying quantities, (2) shutting-in or otherwise discontinuing production from said wells to allow for surface or underground mining affecting the drillsite or wellbore, or (3) any bona fide effort to restore production that is considered "usual and customary" in the industry. These procedures and events are explicitly considered "operations" and will perpetuate this lease as herein provided.

2. This is a PAID-UP LEASE. In consideration of the down cash payment, Lessor agrees that Lessee shall not be obligated, except as otherwise provided herein, to commence or continue any operations during the primary term. Lessee may at any time or times during or after the primary term surrender this lease as to all or any portion of said land and as to any strata or stratum by delivering to Lessor or by filing for record a release or releases, and be relieved of all obligation thereafter accruing as to the acreage or strata surrendered.

3. In consideration of the premises the said Lessee covenants and agrees:

1st. To pay, as royalty, or deliver to the credit of Lessor, free of cost, except for severance and other applicable federal, state, or local taxes, in the pipeline to which Lessee may connect wells on said land, the equal to 20.00% part of all oil produced and saved from the Leased Premises.

2nd. To pay Lessor on gas and casinghead gas produced from said land (1) when sold by Lessee, 20.00% of the net proceeds derived from such sale, or (2) when used by Lessee off said land or in the manufacture of gasoline or other products, the market value, at the mouth of the well, of 20.00% of such gas and casinghead gas, Lessor's interest, in either case, to bear 20.00% of the cost of compressing, dehydrating, processing, and otherwise treating such gas or casinghead gas to render it marketable or usable and 20.00% of the cost of gathering and transporting such gas and casinghead gas from the mouth of the well to the point of sale or use.

3rd. To pay Lessor for gas produced from any oil well and used off the premises or in the manufacture of gasoline or any other product a royalty of 20.00% of the proceeds, at the mouth of the well, payable monthly at the prevailing market rate.

4. Where gas from a well capable of producing gas is not sold or used, Lessee may pay or tender as royalty to the royalty owners One Dollar (\$1.00) per year per net royalty acre retained hereunder, such payment or tender to be made on or before the anniversary date of this lease next ensuing after the expiration of ninety (90) days from the date such well is shut in and thereafter on or before the anniversary date of this lease during the period such well is shut in. If such payment or tender is made, it will be considered that gas is being produced within the meaning of this lease.

5. If said Lessor(s) owns less interest in the above described land than the entire and undivided fee simple estate therein, then the royalties (including any shut-in gas royalty) herein provided for shall be paid the Lessor only in the proportion which Lessor's interest bears to the whole and undivided fee.

6. Lessee shall have the right to use, free of cost, gas, oil and water produced on said land for Lessee's operation thereon, except water from the water wells of Lessor.

7. When requested by Lessor, Lessee shall bury Lessee's pipe line below plow depth.

8. No well shall be drilled nearer than 200 feet to the house or barn now on said premises without written consent of Lessor.

9. Lessee shall pay for damages caused by Lessee's operations on the Leased Premises; the preceding clause shall ONLY apply in the event Lessor owns the surface estate of the Leased Premises.

10. Lessee shall have the right at any time to remove all machinery and fixtures placed on said premises, including the right to draw and remove casing.

11. The rights of Lessor and Lessee hereunder may be assigned in whole or part. No change in ownership of Lessor's interest (by assignment or otherwise) shall be binding on Lessee until Lessee has been furnished with notice, consisting of certified copies of all recorded instruments or documents and other information necessary to establish a complete chain of record title from Lessor, and then only with respect to payments thereafter made. No other kind of notice, whether actual or constructive, shall be binding on Lessee. No present or future division of Lessor's ownership as to different portions or parcels of said land shall operate to enlarge the obligations or diminish the rights of Lessee, and all Lessee's operations may be conducted without regard to any such division. If all or any part of this lease is assigned, no leasehold owner shall be liable for any act or omission of any other leasehold owner.

12. Lessee, at its option, is hereby given the right and power at any time and from time to time as a recurring right, either before or after production, as to all or any part of the land described herein and as to any one or more of the formations hereunder, to pool or unitize the leasehold estate and the mineral estate covered by this lease with other land, lease or leases in the immediate vicinity for the production of oil and gas, or separately for the production of either, when in Lessee's judgment it is necessary or advisable to do so, and irrespective of whether authority similar to this exists with respect to such other land, lease or leases. Likewise, units previously formed to include formations not producing oil or gas, may be reformed to exclude such non-producing formations. The forming or reforming of any unit shall be accomplished by Lessee executing and filing of record a

declaration of such unitization or reformation which declaration shall describe the unit and will be effective from the date of first production. In lieu thereof, the forming or reforming of any unit or pooled area shall be deemed automatically accomplished if the state governing body which has the authority to establish drilling and production units therein has designated such in any rule, regulation, or order, or such unit or pooled area has been ~~declared for unitization~~ ^{declared for unitization} by the state governing body and will be effective from the date of first production. Any unit may include land upon which a well has theretofore been completed or upon which operations for drilling have theretofore been commenced. Production, drilling or reworking operations or a well shut in for want of a market anywhere on a unit which includes all or a part of this lease shall be treated as if it were production, drilling or reworking operations or a well shut in for want of a market under this lease. In lieu of the royalties elsewhere herein specified, including shut-in gas royalties, Lessor shall receive on production from the unit so pooled royalties only on the portion of such production allocated to this lease; such allocation shall be that proportion of the unit production that the total of surface acres covered by this lease and included in the unit bears to the total number of surface acres in such unit. In addition to the foregoing, Lessee shall have the right to unitize, pool or combine all or any part of the above described lands as to one or more of the formations thereunder with other lands in the same general area by entering into a cooperative or unit plan of development or operation approved by any governmental authority and, from time to time, with like approval, to modify, change or terminate any such plan or agreement and, in such event, the terms, conditions and provisions of this lease shall be deemed modified to conform to the terms, conditions and provisions of such approved cooperative or unit plan of development or operation and, particularly, all drilling and development requirements of this lease, express or implied, shall be satisfied by compliance with the drilling and development requirements of such plan or agreement, and this lease shall not terminate or expire during the life of such plan or agreement. In the event that said above described lands or any part thereof, shall hereafter be operated under any such cooperative or unit plan of development or operation whereby the production therefrom is allocated to different portions of the land covered by said plan, then the production allocated to any particular tract of land shall, for the purpose of computing the royalties to be paid hereunder to Lessor, be regarded as having been produced from the particular tract of land to which it is allocated and not to any other tract of land; and the royalty payments to be made hereunder to Lessor shall be based upon production only as so allocated. Lessor shall formally express Lessor's consent to any cooperative or unit plan of development or operation adopted by Lessee and approved by any governmental agency by executing the same upon request of Lessee.

13. All express or implied covenants of this lease shall be subject to all Federal and State Laws, Executive Orders, Rules or Regulations, and this lease shall not be terminated, in whole or in part nor Lessee held liable for damages, for failure to comply therewith, if compliance is prevented by, or if such failure is the result of, any such Law, Order, Rule or Regulation. In the event any sections, clause, sentence, or part of this lease be adjudged by any court or competent jurisdiction to be unconstitutional or invalid this lease shall not be terminated as a whole, or any part thereof other than that part so declared to be unconstitutional or invalid.

14. This lease shall not be terminated in whole or in part, nor Lessee held liable in damages, because of a temporary cessation of production or of drilling operations due to breakdown of equipment or due to the repairing of a well or wells, or because of failure to comply with any of the express or implied provisions of this lease if such failure is the result of the exercise of governmental authority, war, lack of market, act of God, strike, fire, explosion, flood, or any other cause or force majeure reasonably beyond the control of Lessee. If Lessee shall be prevented during the last six (6) months of the primary term hereof, or during any extension hereof under paragraph 1, from drilling a well hereunder by the order of any constituted authority having jurisdiction thereover, or if Lessee should be unable during said period to drill a well hereunder due to equipment necessary in the drilling thereof not being available on account of any cause beyond the control of Lessee, the primary term of this lease shall continue until six (6) months after said order is suspended and/or said equipment is available.

15. If Lessee is allegedly in default of any of the terms of this lease it shall not be deemed to automatically terminate as to the whole or any part. Lessor shall give Lessee written notice of such alleged default by certified mail and Lessee shall have 30 business days in which to investigate and/or cure any such alleged default.

16. Lessor agrees that the Lessee shall have the right at any time to redeem for Lessor, by payment, any mortgages, taxes or other liens on the above described lands, in the event of default of payment by Lessor and be subrogated to the rights of the holder thereof, and the undersigned Lessors, for themselves and their heirs, successors and assigns, hereby surrender and release all right of dower and homestead in the premises described herein, insofar as said right of dower and homestead may in any way affect the purposes for which this lease is made, as recited herein.

17. Should any one or more of the parties hereinabove named as Lessor fail to execute this lease, it shall nevertheless be binding upon all such parties who do execute it as Lessor. The word "Lessor," as used in this lease shall mean any one or more or all of the parties who execute this lease as Lessor. All the provisions of this lease shall be binding on the heirs, successors and assigns of Lessor and Lessee, and this lease shall cover and bind all interest of the Lessor which may be acquired subsequent to the date of this lease which Lessor may hereafter acquire by way of reversion or otherwise.

18. For the consideration herein recited, Lessor hereby grants to Lessee the exclusive right and option to extend the primary term of this lease as to all or any part of the Leased Premises for two (2) additional years by mailing to Lessor at the address listed on this lease, on or before the end of this primary term, a bonus consideration equal to one hundred percent (100%) of the bonus consideration originally paid for this lease for said extended acreage, which payment shall represent payment in full of consideration for such extension.

IN WITNESS WHEREOF, this instrument is executed as of the date first above written.

88

Don Betz, President

STATE OF OKLAHOMA

}

} ss.

COUNTY OF §

}

BEFORE ME, the undersigned Notary Public in and for said County and State on this § day of January, 2018, personally appeared Don Betz, as President of the University of Central Oklahoma to me known to be the identical person described in and who executed the within and foregoing instrument and acknowledged to me that he duly executed the same as his free and voluntary act and deed on behalf of the University of Central Oklahoma for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year last above written.

89

Notary Public

My Commission Expires: §

ORDER FOR PAYMENTLease Effective DATE: January 15, 2018PAYMENT NO.: 1 of 1

University of Central Oklahoma, hereinafter called "Lessor" does hereby confirm that on this date Lessor executed an Oil and gas Lease (the "Agreement") in favor of Boss Hog Royalties, LLC, hereinafter called "Lessee", covering land in Lea County, New Mexico described as:

Township 19 South, Range 36 East, NMPM

Section 19: Lots 1, 2, 3, 4, LESS AND EXCEPT a 4.61 acre meet and bounds tract and a 20.03 acre meet and bounds tract
Containing 124.98 acres, more or less.

As consideration for said Agreement, Lessee hereby agrees to pay: FIVE THOUSAND FIVE HUNDRED SEVENTY-NINE and 46/100 (\$5,579.46) to Lessor (subject to approval of Lessor title) on or before thirty (30) banking days from receipt by Lessee of the fully executed Oil and Gas Lease and original executed Order for Payment at the Mailing Address below. If such payment is not received by the specified date, Lessor should notify Lessee by certified mail of such fact. Lessee shall then have ten (10) days after receipt of notification to research and make such payment or the Oil and Gas Lease shall be null and void.

If Lessee determines that the Lessor ownership is less than the entire undivided interest in the oil and gas or other rights in the lands described above, then the dollar amount specified above shall be paid to Lessor only in the proportion that the actual interest in the premises covered by the Oil and Gas Lease as they bear to the entire interest in those lands. Should Lessor own more or less than the net acre interest specified below, Lessee may increase or reduce the specified dollar amount proportionately.

Lea County, New Mexico, Gross Acres: 124.98Net Acres: 11.158928Price Per Net Acre: \$500.00

LESSOR:

LESSEE:

Don Betz, President

Date

Norman Thole, Landman

Date

Social Security or Tax ID No.: 23**RETURN MAILING ADDRESS**

Boss Hog Royalties, LLC
15 Brookhaven Trail
Littleton, CO 80123

LESSEE USE ONLY

Received Date: _____

Payment Due Date: _____

OGL No.: _____

Prospect No.: _____

Payment Approved by: _____

OIL AND GAS LEASE

AGREEMENT Made and entered into the 15th day of January, 2018, by and between University of Central Oklahoma, whose address is 100 North University, #210, Edmond, OK 73034 hereinafter called Lessor (whether one or more) and Boss Hog Royalties, L.L.C. whose address is 15 Brookhaven Trail, Littleton, CO 80123, hereinafter called Lessee:

WITNESSETH, that the Lessor, for and in consideration of ----- Ten and More ----- DOLLARS (\$10.00 & More) cash in hand paid, the receipt of which is hereby acknowledged, and the covenants and agreements hereinafter contained, has granted, demised, leased and let, and by these presents does grant, demise, lease and let exclusively unto the said Lessee, the land hereinafter described, with the exclusive right for the purpose of drilling, mining, exploring by geophysical and any other methods, and operating for and producing therefrom oil and all gas of whatsoever nature or kind, specifically including coalbed methane and any and all substances produced in association therewith from coal-bearing formations, with rights of way and easements for surveying and re-surveying, constructing, laying, repairing, replacing, upgrading and removing in whole or in part, pipelines and related equipment including, without limitation, gauges, metering and communication equipment and valve sets, and access over and across the lands described for said purposes, and erection of any structures thereon necessary to produce, save and take care of said products, all that certain tract of land situated in the County of Lea, State of New Mexico described as follows, to-wit ("Leased Premises"):

Township 19 South, Range 36 East, NMPM

Section 19: Lot 1 (a/d/a NW4NW4, 37.36 acres), less and except the above described 4.61 acre tract; and less and except a tract of land containing 20.03 acres, more or less; Lot 2 (a/d/a SW4NW4, 37.39 acres); Lot 3 (a/d/a NW4SW4, 37.42 acres); Lot 4 (a/d/a SW4SW4, 37.45 acres) Containing 124.98 acres, more or less.

Lessor also intends to include in this lease to Lessee, and by this reference hereby does lease to Lessee under the terms and consideration herein recited, any right, title and interest Lessor may have in and to any and all mineral rights on, in and under any and all streets, county roads, highways, railroad strips and/or any and all other easements and rights of way whatsoever, canals, ditches, and any other waterways laying across and/or adjacent and/or in any way appertaining to the lands hereinabove described, including, without limitation, any lands acquired previously or in the future by adverse possession, after acquired title to the lands hereinabove described, and by accretion through meander or waterways or any recession of shoreline whether specifically described hereinabove or not. Lessor further agrees to execute and deliver such other and additional instruments, notices, oil and gas leases, and other documents, and to do all such other and further acts and things, as may be reasonably necessary to more fully and effectively grant, lease, and assign to Lessee, the rights and interests, leased or intended to be leased hereby.

1. It is agreed that this lease shall remain in force for a term of Three (3) years as long thereafter as oil or gas of whatsoever nature or kind, specifically including coalbed methane and any and all substances produced in association therewith from coal-bearing formations including, without limitation, water from coal-bearing formations, is produced from said Leased Premises or on acreage pooled therewith, or drilling operations are continued as hereinafter provided. If, at the expiration of the primary term of this lease, oil, gas, or any other substance provided for herein is not being produced on the Leased Premises or on acreage pooled therewith but Lessee is then engaged in drilling or re-working operations thereon ("drilling operations" shall include, without limitation, surface inspections conducted by Lessee or its agents, surveying and staking of well sites, construction of well pads and related access roads, and post construction well pad preparation), then this lease shall continue in force so long as operations are being continuously prosecuted on the Leased Premises or on acreage pooled therewith; and operations shall be considered to be continuously prosecuted if not more than one hundred eighty (180) days shall elapse between the completion or abandonment of one well and the beginning of operations for the drilling or re-working of a subsequent well. If after discovery of oil or gas on said land or on acreage pooled therewith, the production thereof should cease from any cause after the primary term, this lease shall not terminate if Lessee commences additional drilling or re-working operations within one hundred eighty (180) days from date of cessation of production or from date of completion of dry hole. If oil, gas, or any other substance provided for herein shall be discovered and produced as a result of such operations at or after the expiration of the primary term of this lease, this lease shall continue in force so long as oil, gas, or any other substance provided for herein is produced from the Leased Premises or on acreage pooled therewith.

In the event a well or wells are drilled and completed on the lands, or on the lands pooled therewith, for the purpose of developing coalbed gas, the word "operations" shall mean, in addition to those matters covered in the preceding sentence, (1) operations of said wells to remove water or other substances from the coalbed, or to dispose of such water or other substances, even though such operations do not result in the production of hydrocarbons in paying quantities, (2) shutting-in or otherwise discontinuing production from said wells to allow for surface or underground mining affecting the drillsite or wellbore, or (3) any bona fide effort to restore production that is considered "usual and customary" in the industry. These procedures and events are explicitly considered "operations" and will perpetuate this lease as herein provided.

2. This is a PAID-UP LEASE. In consideration of the down cash payment, Lessor agrees that Lessee shall not be obligated, except as otherwise provided herein, to commence or continue any operations during the primary term. Lessee may at any time or times during or after the primary term surrender this lease as to all or any portion of said land and as to any strata or stratum by delivering to Lessor or by filing for record a release or releases, and be relieved of all obligation thereafter accruing as to the acreage or strata surrendered.

3. In consideration of the premises the said Lessee covenants and agrees:

1st. To pay, as royalty, or deliver to the credit of Lessor, free of cost, except for severance and other applicable federal, state, or local taxes, in the pipeline to which Lessee may connect wells on said land, the equal to 20.00% part of all oil produced and saved from the Leased Premises.

2nd. To pay Lessor on gas and casinghead gas produced from said land (1) when sold by Lessee, 20.00% of the net proceeds derived from such sale, or (2) when used by Lessee off said land or in the manufacture of gasoline or other products, the market value, at the mouth of the well, of 20.00% of such gas and casinghead gas, Lessor's interest, in either case, to bear 20.00% of the cost of compressing, dehydrating, processing, and otherwise treating such gas or casinghead gas to render it marketable or usable and 20.00% of the cost of gathering and transporting such gas and casinghead gas from the mouth of the well to the point of sale or use.

3rd. To pay Lessor for gas produced from any oil well and used off the premises or in the manufacture of gasoline or any other product a royalty of 20.00% of the proceeds, at the mouth of the well, payable monthly at the prevailing market rate.

4. Where gas from a well capable of producing gas is not sold or used, Lessee may pay or tender as royalty to the royalty owners One Dollar (\$1.00) per year per net royalty acre retained hereunder, such payment or tender to be made on or before the anniversary date of this lease next ensuing after the expiration of ninety (90) days from the date such well is shut in and thereafter on or before the anniversary date of this lease during the period such well is shut in. If such payment or tender is made, it will be considered that gas is being produced within the meaning of this lease.

5. If said Lessor(s) owns less interest in the above described land than the entire and undivided fee simple estate therein, then the royalties (including any shut-in gas royalty) herein provided for shall be paid the Lessor only in the proportion which Lessor's interest bears to the whole and undivided fee.

6. Lessee shall have the right to use, free of cost, gas, oil and water produced on said land for Lessee's operation thereon, except water from the water wells of Lessor.

7. When requested by Lessor, Lessee shall bury Lessee's pipe line below plow depth.

8. No well shall be drilled nearer than 200 feet to the house or barn now on said premises without written consent of Lessor.

9. Lessee shall pay for damages caused by Lessee's operations on the Leased Premises; the preceding clause shall ONLY apply in the event Lessor owns the surface estate of the Leased Premises.

10. Lessee shall have the right at any time to remove all machinery and fixtures placed on said premises, including the right to draw and remove casing.

11. The rights of Lessor and Lessee hereunder may be assigned in whole or part. No change in ownership of Lessor's interest (by assignment or otherwise) shall be binding on Lessee until Lessee has been furnished with notice, consisting of certified copies of all recorded instruments or documents and other information necessary to establish a complete chain of record title from Lessor, and then only with respect to payments thereafter made. No other kind of notice, whether actual or constructive, shall be binding on Lessee. No present or future division of Lessor's ownership as to different portions or parcels of said land shall operate to enlarge the obligations or diminish the rights of Lessee, and all Lessee's operations may be conducted without regard to any such division. If all or any part of this lease is assigned, no leasehold owner shall be liable for any act or omission of any other leasehold owner.

12. Lessee, at its option, is hereby given the right and power at any time and from time to time as a recurring right, either before or after production, as to all or any part of the land described herein and as to any one or more of the formations hereunder, to pool or unitize the leasehold estate and the mineral estate covered by this lease with other land, lease or leases in the immediate vicinity for the production of oil and gas, or separately for the production of either, when in Lessee's judgment it is necessary or advisable to do so, and irrespective of whether authority similar to this exists with respect to such other land, lease or leases. Likewise, units previously formed to include formations not producing oil or gas, may be reformed to

CHANGE ORDERS FOR BUILDING PROJECTS
BOARD OF REGENTS OF OKLAHOMA COLLEGES
FAX NO. (405) 942-8847

Page 1 Of 1
 Prepared by: Kevin Freeman
 12-Apr-18

University: University of Central Oklahoma

Contractor: Lippert Bros. Construction

Building Project: New Math Science/Lab Building (STEM)

Original Contract Amount: \$16,858,000

Date of Contract Execution: 5-Jan-17

Approval Date: 6-Nov-15

Original Board Approval: \$28,000,000.00

Final Inspection Date: TBD

Type of Funding: Master Lease Bond Funds

Final Contract Amount: TBD

Date Approved	Change Order No.		Dollar Increase (Increase)	Total Cumulative Change Orders	%	Total Cumulative Project Cost
N/A	1	Construction Camera	\$9,050.00	\$9,050.00	0.05%	\$16,905,050.00
N/A	2	Acoustical Deck and Storm Drainage	\$22,381.00	\$31,431.00	0.19%	\$16,927,431.00
N/A	3	Hydronic Piping	\$18,133.00	\$49,564.00	0.29%	\$16,945,564.00
6/22/2017	4	Terrazzo, Lightning Protection, Light Fixtures	\$243,750.00	\$293,314.00	1.74%	\$17,189,314.00
N/A	5	Revisions to ductwork, water purification system, and storm drains	\$20,766.00	\$314,080.00	1.86%	\$17,210,080.00
N/A	6	Revisions to elevator shaft, structure of east and west canopies and door finishes	\$23,848.00	\$337,928.00	2.00%	\$17,233,928.00
9/21/2017	7	ADA automatic door openers, door modifications to accept key card access	\$53,108.00	\$391,036.00	2.31%	\$17,287,036.00
N/A	8	Modifications to the mechanical penthouse ductwork & addition of smoke dampers.	\$22,907.00	\$413,943.00	2.45%	\$17,309,943.00
N/A	9	Air neutralization tank, mods to lab casework, addit acid vents, door mods, sub of roof tie mail	\$21,806.00	\$435,749.00	2.58%	\$17,331,749.00
N/A	10	Roof mods, addit window shades, interior glass mods, ceiling tile sub & resilient flooring sub.	\$23,058.00	\$458,807.00	2.72%	\$17,354,807.00
N/A	11	AV infrastructure mods to first floor computer teaching and computational research rooms.	\$24,856.00	\$483,663.00	2.86%	\$17,379,663.00
1/25/2018	12	Additional AV infrastructure throughout building.	\$106,780.00	\$590,423.00	3.49%	\$17,486,423.00
N/A	13	Relocation of existing gas line, modifications to casework design, additional fireproofing, and modification to computer access flooring.	\$24,439.00	\$614,862.00	3.64%	\$17,510,862.00
N/A	14	Various mods including drywall, framing, and paint; mods to accommodate lab equipment	\$23,235.00	\$638,097.00	3.78%	\$17,534,097.00
	15	Addition of domestic water booster pump, fire pump, and plumbing connections	\$207,176.00	\$845,273.00	5.00%	\$17,741,273.00
	16	Addition of two autoclaves and 13 nursing simulation walls	\$132,342.00	\$977,615.00	5.79%	\$17,873,615.00
		*Alternates presented at the time of bid opening are not subject to the allowable change order percentage				
		** Unit pricing is not subject to the allowable change order percentage				

Contracts of one million (\$1,000,000) or less shall not exceed a fifteen percent (15%) cumulative increase in original contract amount.
 Contracts of over one million (\$1,000,000) shall not exceed the greater of one hundred fifty thousand (\$150,000) or a ten percent (10%) cumulative increase in the original contract amount.

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REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1-1
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PREAMBLE

The Board of Regents of The Regional University System of Oklahoma, (hereafter "The Board of Regents" or "the Board, or "Regents") is vested with the governance of the following universities: East Central University, Northeastern State University, Northwestern Oklahoma State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, and the University of Central Oklahoma. Within its authority is the supervision, management, and control of each university, including the power to do all things necessary and convenient to carry out the powers expressly granted to it by the Constitution and the laws of the state, or to make each university effective for the purposes for which it is maintained and operated. Specific provisions pertaining to the management of each university and related matters may be set forth in the faculty and staff/employee handbooks, student handbooks, and/or other official policy documents of each university.

Any modification to a Board of Regents policy in the policy documents referred to above or elsewhere must be made through action of the Board of Regents.

1. ADMINISTRATION

1.1 BODY CORPORATE, CONSTITUTIONAL CREATION AND APPOINTMENT PROCESS.

1.1.1 Creation. The Board of Regents of Oklahoma Colleges was created by Article XIII-B of the Oklahoma Constitution on July 6, 1948 to govern the six regional universities now designated as: East Central University, Northeastern State University, Northwestern Oklahoma State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University and the University of Central Oklahoma. The Board consists of nine (9) members, eight (8) appointed by the Governor by and with the consent of the Senate, for nine-year staggered terms which expire on the 10th day of June. The ninth member is the elected State Superintendent of Public Instruction. Effective July 1, 2006, the Board was authorized to perform official acts under the name of the Regional University System of Oklahoma. [See 70 O.S. §3507.1]

1.1.2 Appointment. The Board of Regents of the Regional University System of Oklahoma members are appointed by numbered positions as follows:

April 2018

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REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1-2
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1.1 CONSTITUTIONAL BODY-CORPORATE CREATION AND APPOINTMENT PROCESS. (Continued)

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1.1.2 Appointment.

- a) Position No. 1 shall be a resident of one of the following counties: Blaine, Kingfisher, Canadian, Caddo, Grady, Comanche, Stephens, Jefferson or Cotton.
- b) Position No. 2 shall be a resident of one of the following counties: Ottawa, Delaware, Craig, Mayes, Nowata, Rogers, Washington, Tulsa, Pawnee or Osage.
- c) Position No. 3 shall be a resident of one of the following counties: Ellis, Dewey, Roger Mills, Custer, Beckham, Washita, Kiowa, Greer, Jackson, Harmon or Tillman.
- d) Position No. 4 shall be a resident of one of the following counties: Adair, Sequoyah, Cherokee, Wagoner, Muskogee, Haskell, McIntosh or Okmulgee.
- e) Position No. 5 shall be a resident of one of the following counties: Creek, Lincoln, Okfuskee, Seminole, Pottawatomie, Pontotoc, Hughes, Johnston or Coal.
- f) Position No. 6 shall be a resident of one of the following counties: Cimarron, Texas, Beaver, Harper, Woodward, Woods, Major, Alfalfa, Grant, Garfield, Kay or Noble.

September 2006

- g) Position No. 7 shall be a resident of one of the following counties: LeFlore, Latimer, Pittsburg, Atoka, Pushmataha, McCurtain, Choctaw, Bryan, Marshall, Carter or Love.
- h) Position No. 8 shall be a resident of one of the following counties: Logan, Oklahoma, Cleveland, McClain, Garvin, Murray or Payne.
- i) Position No. 9 One member shall be the State Superintendent of Public Instruction, who shall serve as such member during his/her tenure as State Superintendent of Public Instruction. (Compare: Okla. Const. Article XIII-B, §1, 70 O.S. § 3507)

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April 2018

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1- 23
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1.1 BODY CORPORATE, CREATION AND APPOINTMENT. (Continued)1.1.2 Appointment.

- ~~g) Position No. 7 shall be a resident of one of the following counties: LeFlore, Latimer, Pittsburg, Atoka, Pushmataha, McCurtain, Choctaw, Bryan, Marshall, Carter or Love.~~
- ~~h) Position No. 8 shall be a resident of one of the following counties: Logan, Oklahoma, Cleveland, McClain, Garvin, Murray or Payne.~~
- ~~i) Position No. 9 One member shall be the State Superintendent of Public Instruction, who shall serve as such member during his/her tenure as State Superintendent of Public Instruction. (Compare: Okla. Const. Article XIII B, §1, 70 O.S. § 2607.)~~

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1.2 OATHS. Each member of the Board shall take and subscribe to oaths required of state officials generally.

OATH OF OFFICE

"I,, do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States, and the Constitution of the State of Oklahoma, and that I will not, knowingly, receive, directly or indirectly, any money or other valuable thing, for the performance or nonperformance of any act or duty pertaining to my office, other than the compensation allowed by law; I further swear (or affirm) that I will faithfully discharge my duties as to the best of my ability." (Okla. Const., Art. XV)

LOYALTY OATH

I do solemnly swear (or affirm) that I will support the Constitution and the laws of the United States of America and the Constitution and the laws of the State of Oklahoma, and that I will faithfully discharge, according to the best of my ability, the duties of my office or employment during such time as I am (Compare: 51 O.S. § 36.2A)

September 2006

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1- 34
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1.3 MISSION STATEMENT. The mission of ~~the Board of Regents of~~ RUSO is to provide ~~supervision, management, and control to the six universities it governs. The purpose of the mission is to provide higher~~ education programs and service to eligible students in the universities' service areas and generally to insure educational opportunities in the preparation of students to succeed in a global society, students with the opportunity to earn a college degree at a regional university through a high-quality, affordable education so that they can reach their highest potential and thrive in an increasingly complex global society.

1.4 PHILOSOPHY. The Board of Regents of RUSO affirms the following:

- a) That higher education is a function of the State and that RUSO shall act as an entity of the State.
- b) That the ~~senior regional universities~~ under its control are an integral part of the unified system which is known as the Oklahoma State System of Higher Education as provided under Article XIII-A of the Oklahoma Constitution.
- c) The authority of the Board resides only in the Board as a whole and not in its individual members
- ~~c) That the Board of Regents of RUSO is fundamentally and primarily a policy-determining body.~~
- ~~d) That the responsibility for administration of each university is delegated to each university president.~~
- ~~ed) That authority resides only in the Board as a whole and not in its individual members. That the Board exercises its control over the universities through the President of each university.~~
- ~~f) That the Board exercises its control over the universities through the President of each university.~~
- ge) That the universities exist to serve their students, the community communities, ~~the state Oklahoma,~~ and a the global society.
- h) ~~That students and faculty should have representation where appropriate on committees that address issues affecting their living and learning, and that the university. That University Presidents will give due consideration to faculty and student recommendations when making presentations recommendations to the Board.~~

February 2009 April 2018

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1- 45
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1.5 MANAGEMENT RESPONSIBILITY. The Board of Regents has the supervision, management and control of the senior regional universities under its jurisdiction and it has the following additional powers and duties which are enumerated in Section 3510 of Title 70 of the Oklahoma Statutes:

- a) Adopt such rules and regulations as it deems necessary to govern each of the institutions under its jurisdiction.
- b) Employ and fix the compensation and duties of such personnel as it deems necessary, including architects, attorneys, engineers and other professional and technical persons for its operation and for the operation of the institutions under its jurisdiction. Any of such personnel having custody of public funds or other public property may be required to furnish corporate surety bonds in such amounts as may be deemed necessary by the Board, payable to the State of Oklahoma and conditioned upon a faithful accounting of all such funds and property.
- c) Enter into contracts, purchase supplies, materials and equipment, and incur such other expenses as may be necessary to make any of its powers effective.
- d) Authorize officials at the several institutions under its jurisdiction to act on its behalf in the making of contracts, or in carrying out the powers conferred upon it.
- e) Receive and make disposition of monies, grants and property from federal agencies, and administer the same in accordance with federal requirements.
- f) Accept gifts of real and personal property, money and other things, and use or dispose of the same in accordance with the directions of the donors or grantors thereof.
- g) Direct the disposition of all monies appropriated by the Legislature or by the Congress or derived from the sale of bonds or received from the sale of bonds or received from any other source by the institutions under its jurisdiction.

February 2009 April 2018

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1.5 MANAGEMENT RESPONSIBILITY. (Continued)

- h) Acquire and take title to real and personal property in its name, on behalf of any of the institutions under its jurisdiction, and convey, exchange or dispose of, or otherwise manage or control, such property in the interest of such institutions, including the granting of leases, permits, easements and licenses over or upon any such real property. The Board shall have the power to institute any legal action in the name of the Board before any court having jurisdiction of such actions.
 _____The Board shall have custody of abstracts of title and instruments affecting the ownership of or title to real property acquired for or belonging to such institutions.
- i) Have supervision and charge of the construction of all buildings at institutions under its jurisdiction.
- j) Determine the need for and cause to be constructed residence halls and other buildings, on a self-liquidating basis, at any institution under its jurisdiction.
- k) Establish and maintain plans for tenure and retirement of employees of the Board and of the institutions under its jurisdiction, and for payment of deferred compensation of such employees; and provide hospital and medical benefits, accident, health and life insurance, and annuity contracts, for such employees and their dependents. The Board may pay for all or a part of the cost thereof for employees, with funds available for the operation of the institution. Amounts payable by an employee for such insurance or annuity contracts may, with the consent of the employee, be deducted from his or her salary.
- l) Maintain an inventory of all property belonging to each of the institutions under its jurisdiction.
- m) Audit all accounts against the funds allocated to the institutions under its jurisdiction.
- n) Provide penalties and forfeitures by way of damages and otherwise for the violation of rules and regulations of the Board, which may be sued for and collected in the name of the Board before any court having jurisdiction of such actions.

February 2009 April 2018

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1.5 MANAGEMENT RESPONSIBILITY. (Continued)

- o) Do all things necessary or convenient to carry out the powers expressly granted to it by Article XIII-B of the Constitution and the Statutes of Oklahoma, or to make institutions under its jurisdiction effective for the purposes for which they are maintained or operated. (See: 70 O.S. § 3510)

1.6 GOALS.a) **LEADERSHIP**

The Board commits itself to provide leadership to the ~~institutions~~ universities it governs which will:

~~insure~~ ensure the selection and retention of ~~chief executive officers~~ university presidents who will provide vision, management, dedication and guidance to the institutions they serve, ~~and foster their growth as leaders;~~

provide proper and necessary oversight and control of the administrative, academic, ~~and fiscal~~ and student affairs of the ~~institutions~~ universities; and

encourage the practice of moral and ethical integrity in all ~~institutional and university and Board~~ activities.

b) **EFFECTIVENESS**

The Board will promote effectiveness for the institutions it governs by:

providing practical and workable policies, procedures, and regulations;

encouraging the recruitment and retention of highly qualified faculty and students who will create an environment conducive to free scholarly inquiry and discussion; and

fostering ~~goodwill~~ and understanding with the general public, the state legislature, the executive branch of the State of Oklahoma, and the State System of Higher Education System.

~~September 2006~~ April 2018

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1.6 GOALS. (Continued)**c) EXCELLENCE**

The Board steadfastly encourages the pursuit of excellence by:

defending the unique role and mission of the regional universities it governs;

promoting a university environment which prepares students to succeed in an international, multicultural society; and

being sensitive to the dynamics of change and demonstrating willingness to address those changes.

d) ACCOUNTABILITY

The Board, vested by law with ultimate accountability for the supervision, management and control of the universities it governs, will:

provide for internal and external auditing as well as other financial reporting;

review regional and specialized accrediting reports;

evaluate results of individual academic program reviews; and identify and measure key performance indicators, and

analyze institutional reports and take appropriate action when necessary.

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1.7 GOVERNING BOARD ADMINISTRATIVE OFFICE

1.7.1 Function. The RUSO Administrative Office is the Corporate headquarters for the governing board of the senior regional universities it governs. The Administrative Office provides professional staff to assist in the following functions:

- a) To coordinate the implementation of policies and procedures between the Board and the senior regional universities.
- b) To research information for review and consideration for policymaking.
- c) To provide appropriate custodial services to secure, for historical purposes, the official records of the Board.

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1.7 GOVERNING BOARD AMINISTRATIVE OFFICE. (Continued)

1.7.2 Administrative Staff. The Board of Regents of RUSO shall employ an Executive Director, ~~Chief Audit Executive or outsourced internal auditors, and General Counsel, and internal and external auditors, and other personnel deemed necessary by the Board~~ for the Administrative Office. ~~All other personnel for the Administrative Office may be employed, disciplined, or dismissed by his or her Division Supervisor.~~

1.8 TERMS AND DUTIES OF OFFICERS. The Officers of the Board shall consist of Chair, Vice Chair and Secretary. The Chair, Vice Chair and Secretary of the Board shall be elected annually at a meeting after April 1 but prior to June 30 with installation in June to serve until their successors are elected and qualified. (Compare: 70 O.S. § 3509).

1.8.1 Chair. The Board Chair shall preside at all Regular or Special Board Meetings and shall have right of discussion and voting. Furthermore, the Board Chair shall:

- a) approve, on behalf of the Board of Regents of RUSO, the general orders of the Board and approve any emergency request for appropriate disposition at the next Board meeting;
- b) sign all diplomas, contracts, bonds, and any other official Board documents;
- c) submit to the Board recommendations and information concerning the business of the universities or the Administrative Office;
- d) appoint all committees not specifically named by the vote creating them.
- e) appoint members to serve on the following standing committees: Academic Affairs Educational Excellence, Audit and Finance, Building Facilities Stewardship, Personnel, Policy and Procedure, and System Advancement.

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1.8 TERMS AND DUTIES OF OFFICERS. (Continued)

1.8.2 Vice-Chair. The Vice Chair of the Board shall perform the duties of the chair in the absence or temporary disability of the chair.

1.8.3 Secretary. The responsibilities of the Secretary of the Board include, but are not limited to, reading the minutes for accuracy and signing, with the Chair of the Board, official Board documents.

1.9 BOARD MEETINGS.

1.9.1 Proceedings. The Board shall adopt rules and regulations as necessary for the governing of the Board and the discharge of its duties, and shall keep the minutes of all meetings and transactions considered at each meeting pursuant to the Open Meeting Act. (Compare: 70 O.S. § 3509). All meetings of the Board of Regents of RUSO are open to the public. (Compare 25 O.S. § 301 et seq.). Robert's Rules of Parliamentary Procedure is the official standard for meeting procedure, except when it conflicts with a Board policy which shall supercede.

O.S. § 3509). All meetings of the Board of Regents of RUSO are open to the public. (Compare: 25 O.S. § 301 et seq.). Robert's Rules of Parliamentary Procedure is the official standard for meeting procedure, except when it conflicts with a Board policy, which shall supercede.

1.9.2 Disposition of Business. All motions and amendments to motions shall require a second before being voted upon. The vote of each regent shall be publicly cast and recorded. Aye votes may be made by group acclamation. Any nay vote or abstention will necessitate an individual roll call vote. Items on the agenda may be advanced or postponed until later in that meeting by the chair. If an objection is voiced, the chair will call for a motion and vote on the advancement or postponement of an item on the agenda.

The proceedings of RUSO meetings shall be kept by the Executive Director or designee in the form of written minutes which shall be an official summary of the proceedings showing clearly those members present and absent, all matters considered and all actions taken by the Board. The minutes of each meeting will be open to public inspection and will reflect the manner and time of notice required by the Oklahoma Open Meeting Act. Actions expressing the opinion, will, or intent of the Board will be referred to as resolutions. Official formal announcements may be referred to as proclamations. (Compare: 25 O.S. § 301 et seq.).

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1.9 BOARD MEETINGS. (Continued)1.9.3 Meeting Schedule – Notice.

- a) Notice in writing is given to the Secretary of State by December 15 of each calendar year showing the date, time, and place of the regularly scheduled meetings for the following calendar year. In addition, advance public notice is displayed in prominent public view at the office of the RUSO at least twenty-four (24) hours prior to such meetings, setting forth thereon the date, time, place, and agenda for said meeting.

This twenty-four (24) hours prior public posting excludes Saturdays and Sundays and holidays legally declared by the State of Oklahoma. However, the posting of an agenda does not preclude the Board of Regents of RUSO from considering at its regularly scheduled meeting any new business. If any change is to be made on the date, time, or place of regularly scheduled meetings, notice in writing will be given to the Secretary of State not less than ten (10) days prior to the implementation of any such change.

- b) Special meetings may be called as necessary by the Chair or any five members of the Board. Written notice will be given to all Regents accordingly at least five days in advance of the meeting, or each Regent will be notified by personal telephone call. Public notice will be given at least forty-eight (48) hours prior to special meetings. Such public notice of date, time, and place shall be given in writing, in person, or by telephonic means to the Secretary of State. In addition, public notice will be displayed in prominent public view at the office of the Board of Regents of RUSO at least twenty-four (24) hours prior to such special meetings, setting thereon the date, time, place, and agenda for said meetings. Only matters appearing on the posted agenda may be considered at said special meetings. _____The twenty-four (24) hours prior public posting shall exclude Saturdays and Sundays and holidays legally declared by the State of Oklahoma.
- c) Under the Oklahoma Open Meeting Act, an emergency meeting of the Board of Regents of RUSO may be held without public notice heretofore required. Should an emergency meeting be necessary, as much advance public notice as is reasonable and possible under the circumstances existing must be given, in person or by telephonic or electronic means.

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1.9 BOARD MEETINGS. (Continued)**1.9.3 Meeting Schedule – Notice.**

- d) In the event any meeting is to be continued or reconvened, public notice of such action, including date, time, and place of the continued meeting, will be given by announcement at the original meeting. Only matters appearing on the agenda of the meeting which is continued will be discussed at the continued or reconvened meeting. (Compare: 25 O.S. § 303)

1.9.4 Agenda. The agenda is assembled by the Executive Director in collaboration with the Chair of the Board. All university recommendations requiring action by the Board must be electronically mailed to the Administrative Office a minimum of ten (10) days in advance of the meeting in which action is expected. Presidents' recommendations and committee requests should be electronically mailed to the Administrative Office.

Insofar as applicable, the following shall be the order of business for regular meetings unless modifications are necessary as the Chair requests. Items of business are categorized under the following topics:

CALL TO ORDER
MINUTES OF PREVIOUS MEETING(S)
COMMITTEE REPORTS
PRESIDENTS' RECOMMENDATIONS
EXECUTIVE DIRECTOR'S REPORT
CHAIR'S REPORT
PRESIDENTS' COUNCIL REPORT
NEW BUSINESS
PROPOSED EXECUTIVE SESSION
REGENTS' COMMENTS AND ANNOUNCEMENTS
ADJOURNMENT

Minutes of the previous meetings, committee reports, and presidents' recommendations may be placed on a separate consent docket on the agenda. Prior to or at a meeting, a regent may direct that any item or items be removed from the consent docket and placed on the agenda for discussion and consideration. A president will be accorded the same privilege relating to his or her own recommendations. Items on a consent docket will be handled with one vote which will be considered by a roll call vote. This voting procedure supersedes the voting procedure in policy 1.9.2.

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1.10 REPORTS SUBMITTED TO THE BOARD. The following reports shall be submitted by the university presidents to the Administrative Office, which will submit them to all members of the Board.

1.10.1 Accrediting Reports. The university presidents shall furnish copies of all regular and interim reports concerning accreditation to the Board.

1.10.2 New Programs – Changes in Courses of Study. Each university shall submit to the Board, prior to submission to the Oklahoma State Regents for Higher Education, any matters involving changes in a course or courses of study or institution of new degree programs which require approval by the Oklahoma State Regents for Higher Education. Where possible, descriptive materials shall be distributed in advance of a Board meeting.

1.10.3 Travel Expenses. Each university and the Administrative Office shall quarterly submit to the Board a report of all E&G I and Auxiliary employee travel expenditures of \$1,500.00 and over for the previous quarter year. (Compare: 74 O.S. § 500.17)

1.10.4 Financial Reports. Each university shall submit financial reports required by policy 2.9.

1.10.5 Enrollment. Each university shall submit to the Board enrollment reports at the time they are submitted to the Oklahoma State Regents for Higher Education.

1.10.6 Employment. Each university shall submit to the Board at the time they are submitted to the Oklahoma State Regents for Higher Education employment reports showing the increase or decrease in employees employed by them during the fiscal quarter immediately preceding the filing of the report. (Compare: 74 O.S. § 3602)

1.10.7 Budgets. Prior to the beginning of the fiscal year, the Board and the universities shall prepare a budget, setting out in detail its expenses for the entire fiscal year and shall, not later than July 1, file a copy of its budget with the Director of State Finance. Not later than July 1, the Board shall notify each institution of its pro rata share of the Board's expense budget that will be assessed against the institution during the fiscal year. (Compare: 70 O.S. § 3903)

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1.11 EXECUTIVE SESSIONS OF THE BOARD. An Executive Session of the Board shall occur only by unanimous vote of the Board. Executive Sessions will be held only for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, discussing negotiations concerning employees and representatives of employee groups or for the purpose of confidential communication with the attorney concerning a pending investigation, claim, or action when it is determined that disclosure would impair the ability to process the claim or conduct pending investigation, litigation, or proceeding in the public interest; for the purpose of discussing negotiations concerning employees and representatives of employee groups; discussing the purchases or appraisal of real property; discussing matters involving a specific handicapped child, or discussing any matter where disclosure would violate confidentiality requirements of state or federal law. (Compare: 25 O.S. § 307)

1.12 STANDING COMMITTEES. Recommendations for Board action which relate to standing committee functions should be submitted to the applicable committee chair and addressed in the committee reports portion of the Board meeting. The functions of the standing committees are as follows:

1.12.1 Audit and Finance. (1) recommend the auditing firm to perform external and internal audits; (2) oversee the financial reporting structure and the validity of the output; (3) assure Regents that the reporting structure and financial controls are adequate and responsive; (4) review and recommend action regarding requests for mid-year budget revisions; and (5) educate Regents as to the nature of the system and the audit procedure.

1.12.1-2 Educational Excellence. (1) review and support the general academic policy and its administration within the six regional universities; (2) be informed of relevant academic issues and their potential impact on the institutions; and (3) cooperate with institutional Presidents and Chief Academic Officers in planning strategy to address issues at the institutional and governing Board level of the State System.

1.12.2 Audit and Finance. (1) recommend the auditing firm to perform external and internal audits; (2) oversee the financial reporting structure and the validity of the output; (3) assure Regents that the reporting structure and financial controls are adequate and responsive; (4) review and recommend action regarding requests for mid-year budget revisions; and (5) educate Regents as to the nature of the system and the audit procedure.

1.12.3 Facilities Stewardship. (1) recommend action concerning public construction contracts as defined by the Public Competitive Bidding Act, 61 O.S. § 101 et. seq.; (2) review and recommend action relating to real property or capital assets (excluding personal property) in excess of the University's purchasing authority in policy 2.3; (3) review and make recommendations concerning real estate transactions for acquisition, sale, leases in excess of \$50,000 per year or acceptance of real property gifts; and (4) provide guidance and oversight regarding long-range physical planning and optimizing capital assets.

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1.12 STANDING COMMITTEES. (Continued)

1.12.4 Pension (1) assisting RUSO in fulfilling its responsibilities under all RUSO employee retirement benefit plans; (2) serving as an administrative and advisory body to the Board regarding the administration and investment management of the System's plans; (3) overseeing the administration and management of the plans; (4) selecting and monitoring any fiduciary, consultant, trustee, investment manager, administrative provider of services, or other advisor who performs services on behalf of the Plans; (5) establishing and maintaining investment objectives, policies, and procedures for the plans; and (6) periodically evaluating the plan's investment performance and selecting and monitoring the plans' investment options.

1.12.4-5 Personnel. (1) review and recommend action on employment, evaluation, termination and all other employment matters of Administrative Office Executive Director and General Counsel; (2) review and analyze presidents' compensation packages annually; (3) review and recommend action on any and all RUSO benefits insurance-related matters; and (4) review and recommend action on employment matters as directed by the Board.

1.12.5-6 Policy and Procedures. (1) review and update policies on an as-needed basis; (2) recommend action concerning system-wide policies and procedures; review proposed or revised procedure changes; (3) ensure compliance with all legislative mandates.

1.12.6-7 System Advancement. (1) explore, plan, and develop a comprehensive approach to advocacy, public relations and marketing for the Board and RUSO; (2) generate ideas and develop plans for advancement of RUSO; (3) provide guidance to the Distance Learning Excellence Subcommittee and recommend appropriate action to the Board; and (4) recommend action to the Board on issues affecting system advancement.

1.13 SPECIAL COMMITTEES. Special committees shall be appointed as the Board may direct from time to time-direct. The first named member of each committee shall act as chair, call the meeting thereof and direct its proceeding, but shall not otherwise have greater power or authority than any other member.

Such committees shall cease to exist when discharged from further consideration of the subject assigned.

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1.14 COMMUNICATION WITH REGENTS AND PUBLIC CORRESPONDENCE.

The Universities are directed to conduct all university affairs requiring approval to be submitted through the President of the university.

Any public correspondence sent to one or more Regents may be referred to the Administrative Office for response.

1.15 MEDIA RELATIONS. Any statement made on behalf of the Board to the public through the media press or through any other agency should be made only by the Chair of the Board or the Chair's designee. This policy shall not be construed to abridge the right and privilege of any member of the Board to state publicly the member's personal opinion on any matter.

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1.16 BOARD VACANCY. The successor of a member of the Board shall be appointed within ninety (90) days after the term of such member expires; and any vacancy in an appointive position on the Board shall be filled by the Governor by and with the consent of the Senate for the unexpired term within ninety (90) days after the vacancy occurs. (Compare: 70 O.S. § 3507)

1.17 BOARD MEMBER LIMITATION. No member of the Board shall be employed upon any work to be performed in connection with institutions under its jurisdiction, nor shall any member of said Board enter into any contract or business transaction involving a financial consideration with institutions under its jurisdiction. (Compare: 70 O.S. § 3507)

1.18 ELIGIBILITY FOR EMPLOYMENT. No member of the Board will be eligible to be an officer, supervisor, president, instructor, or employee of any of the senior regional universities within two (2) years from the date of expiration of term. (Compare: 70 O.S. § 3508)

1.19 MEMBERS -- PROFESSION. The personnel ~~Regents~~ of the Board shall not include more than two (2) members from any one profession, vocation, or occupation. (Compare: Okla. Const. Art. XIII-B)

1.20 MEETING ATTENDANCE. If any member fails to attend a Board meeting more than two (2) consecutive meetings without the consent of a majority of the Board, the position will be declared vacant by the Governor and a successor shall be appointed. (Compare: Okla. Const. Art. XIII-B 70 O.S. § 3508)

1.21 COMPENSATION. Each member of the Board, except the State Superintendent of Public Instruction, shall receive as compensation for services the sum of ten dollars (\$10.00) per day, not to exceed sixty (60) days in any fiscal year, while engaged in the performance of official duties. (Compare: Okla. Const. Art. XIII-B)

1.22 FINANCIAL DISCLOSURE. ~~Members of the Board of Regents of RUSO Executive Director and Finance Officer shall file a Financial Disclosure Statement with the Oklahoma Ethics Commission upon initial appointment and not later than April 30 of each year. The Administrative Office will coordinate the filing of the Financial Disclosure Statements. (Compare: 74 O.S. 4223)~~

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1.23 TRAVEL EXPENSE. All members shall be allowed necessary travel expenses, as may be approved by the Board, which shall be payable in the same manner as travel expenses of other state officials. (Compare: Okla. Const. Art. XIII-B 70 O.S. § 3508)

1.24 OFFICIAL SEAL. The RUSO shall be a body corporate, and shall adopt and use an official seal. (Compare: 70 O.S. § 3509)

1.25 THE UNIVERSITY PRESIDENT – QUALIFICATIONS, RESPONSIBILITY AND RETENTION.

1.25.1 The University University Presidents are the chief executive officers of their universities university to which they have been appointed and are responsible for the its internal administration thereof. ~~The presidents shall obtain approval from the Board prior to the employment of Vice Presidents and Provosts and shall report to the Board on their promotions and salaries.~~ The Presidents may delegate authority to selected administrators in order to facilitate the management of the universities while still retaining the responsibility and accountability vested in the President.

1.25.2 The presidents or their designees are solely responsible for employment, discipline and termination of all faculty, administrators and staff and are required to report to the Board on the hiring, promotion, rank and salaries of faculty personnel, and as to matters pertaining to the operation of the institution. ~~The presidents shall obtain approval from the Board prior to the employment of Vice Presidents and Provosts and shall report to the Board on their promotions and salaries.~~ Attorneys hired by the president to represent the university, or its employees, or the Board in litigation shall report to the Board through the Board's General Counsel. The president shall obtain approval from the Board prior to authorizing representation by attorneys other than the Attorney General's Office. The presidents or their designees will be governed by the regulations of the Board, the Oklahoma State Regents for Higher Education and the Oklahoma Constitution and Statutes.

1.25.2.3 The Presidents may bring any dispute that may affect the university to the Board for disposition. A professional administrator at or above the director level whose appointment is not renewed will be given written notice from the university on or before April 1, prior to termination of the current appointment. ~~A professional administrator at or above the director level may be terminated, if possible with 90 days notice, within an existing contract period based on genuine financial retrenchment, bona fide discontinuance of a program or department, or lack of need of one's services.~~ Administrators whose positions are externally funded may be non-renewed without prior notice. Failure to reappoint may be without specific cause. There shall be no right of review of such actions by the Board.

~~A professional administrator at or above the director level may be terminated within an existing contract period based on genuine financial retrenchment, bona fide discontinuance of a program or department, or lack of need of one's services, and shall~~

| not have greater job protection than tenured faculty.

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1.25 THE UNIVERSITY PRESIDENT – QUALIFICATIONS, RESPONSIBILITY AND RETENTION. (Continued)

~~1.25.3-4~~ The Board has sole responsibility for appointment of personnel to any presidential vacancies that may occur in the six universities appointment of university presidents. Any process leading to the selection of a university president is the responsibility and prerogative of the Board. The Board may, at its discretion, involve faculty, students and other citizenry in the screening and nomination procedures in each situation as circumstances dictate. ~~In all instances, the fact that a vacancy exists will be widely circulated, and anyone who wishes to file an application for presidential vacancy will be given the opportunity, subject to appropriate deadlines.~~ An earned doctorate shall be preferred for selection as a President.

The President's ~~is a member of the Regents' staff, and~~ reappointment is based on the following:

a) Academic Leadership

The university demonstrates academic quality based upon maintenance of regional accreditation and either maintenance of, or increases in the number of, academic program accreditations or approvals by outside academic bodies.

b) Financial Responsibility

Financial obligations can be met to the satisfaction of the Board.

c) Support and respect of the many constituencies for which the President has responsibility. Some of these are:

- 1) Other administrators
- 2) Faculty
- 3) Students and parents
- 4) Staff and other employees
- 5) Alumni
- 6) Communities

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**1.25 THE UNIVERSITY PRESIDENT – QUALIFICATIONS, RESPONSIBILITY
AND RETENTION.** (Continued)

**1.25.4-5 The Board as a whole will evaluate university presidents using the
following guidelines:**

- a) new presidents will be given expectations which will be reviewed in six months.
- b) evaluations will generally be done every other year, but standard questions will be submitted to each president every year in time for consideration by the Board at the November meeting.
- c) information will be acquired prior to the evaluation which will include:
 - 1) personal interviews of certain university employees and an exit conference with the President and the Board Chair conducted by the executive director of RUSO;
 - 2) online surveys available to all university employees and students;
 - 3) standard questions will be submitted to each president which will address five year trends for the following criteria:
 - strategic plan
 - fiscal management
 - quality of educational programs and accreditation status
 - quality of faculty
 - meeting fund raising goals and foundation report
 - enrollment retention and graduation rates
 - relations with constituencies
 - quality and size of freshman class
 - any internal campus assessment
- d) Presidents' responses to the standard questions will be submitted one month before the evaluation.
- e) evaluations are the responsibility of the Board as a whole;
- f) concerns or issues arising between evaluations may be brought to the attention of the Board which will determine what actions should be taken to address such concerns or

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issues; such actions may include individual counseling, additional evaluations and/or the call for a formal evaluation; the Board may elect to use professional consultants to assist in formal evaluations;

- g) evaluations will be an interactive process with the president, conducted in executive session;
- h) after an evaluation, the president will be given written feedback from the Board and an opportunity to respond to the Board within thirty days regarding such evaluation;
- i) a president may request an opportunity to address the board at any reasonable time between evaluation periods concerning his or her performance or institutional concerns.

~~1.25.5-6~~ In determining the numbering of presidential succession, the universities of the Regional University System of Oklahoma shall only enumerate those persons presidents who are hired by the Regents as president on a permanent basis rather than on an acting or interim basis. This policy will become effective on adoption by the Board and will not impact any numbering in place as of prior to the effective date. Effective date April 10, 2015.

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PREAMBLE

3. ACADEMIC AFFAIRS

3.1 FACULTY PERSONNEL POLICY. It is the policy of Board to recognize and implement the functions assigned to the regional universities by the Oklahoma State Regents for Higher Education. The Regional University System of Oklahoma is committed to recognizing and rewarding faculty whose work demonstrates excellence in These functions are teaching, research, continuing education, and public service through the promotion and tenure process. This policy provides the procedures and processes that support reappointment, promotion, and tenure. The responsibility for carrying out this policy is shared by the Board of Regents of the Regional University System of Oklahoma, administrative officers, and the faculty of the constituent universities.

3. ACADEMIC AFFAIRS

3.1 FACULTY PERSONNEL POLICY.

3.1.1 Membership. The faculty is composed of two major groups: full-time and part-time faculty members. Full-time refers primarily to Tenure Track and Non-Tenure Track faculty members although other types of positions may be used on a university campus (e.g., military appointments, clinical supervisors, visiting, and academic practitioners). For accreditation purposes, full-time faculty may also be categorized according to a variety of criteria (academic, practitioner, professional, etc.). Part-time faculty members are generally referred to as adjunct faculty members. However, part-time teaching responsibilities may also be handled through other roles at a university (clinical supervisors, course coordinators, faculty teaching overloads, staff members, etc.). The faculty is composed of two groups, the regular and the supplemental faculty. In most cases, these individuals have an instructional or research relationship to the university, either direct or supervisory. The faculty includes permanent and temporary, full-time and part-time personnel. The Board may not obligate itself beyond a current fiscal year for salaries or compensation in any amount to its employees except as authorized by the Oklahoma Constitution.

Regular Faculty: The regular faculty includes members of the faculty who are full-time employees of the university and who hold the rank of professor, associate professor, assistant professor, instructor, or special instructor. Regular faculty may hold one of the following appointments: 1) Tenured; 2) Tenure Track (non-tenured, on tenure track); 3) Non-Tenure Track (non-tenure earning); 4) Temporary (one academic year or less).

Supplemental Faculty: The supplemental faculty consists of:

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- a) ~~Members of the Department of Military Science or National Guard GOLD Program.~~ Members of the Department of Military Science include the commissioned and non-commissioned officers assigned to the university by the Department of Defense or the National Guard GOLD Program. The senior commissioned officer holds the rank of professor.
- b) ~~Adjunct Faculty.~~ Adjunct faculty hold part-time appointments that may be made for one academic year or less. The rank of such faculty may be instructor or lecturer.
- c) ~~Visiting Faculty.~~ Visiting faculty are employed by the university to teach or perform research for a limited time and are on leave of absence from another institution of higher education or professional practice. Visiting faculty may be appointed at any rank.

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3.1 FACULTY PERSONNEL POLICY. (Continued)**3.1.1 Membership.**

- d) ~~Volunteer Faculty.~~ A person who has special talents or expertise and whose time and services are donated, may be appointed to the university volunteer faculty. ~~Volunteer faculty enjoy all the privileges of the academic community except those, such as tenure, which are applicable specifically to regular faculty. Volunteer faculty who meet the education qualifications may hold academic rank.~~
- e) ~~Clinical Supervisors.~~ Clinical supervisors are not employees of the university. They are practitioners who are assigned regular and continuing responsibilities in the clinical setting.

Full-time Faculty. Tenure Track (TT) faculty members hold the ranks of assistant, associate, or full professor; instructors may also be considered TT if their contracts specify a basis for entering the promotion process (e.g., completion of a terminal degree). Non-tenure Track (NTT) faculty members are primarily referred to as lecturers or instructors but may also include special types of instructors or other appointments. NTT appointments may be on a continuing or temporary (one academic year or less) basis. If temporary, these faculty members may replace the role of a TT faculty position while a search for a permanent replacement is underway (usually for one academic year). Authority to make appointments to the regular faculty is delegated to the university president. Appointments to the regular faculty are reported to the Board at the next regular meeting following the appointment. a) Full-Time Appointments. Full-time faculty have instructional and non-instructional duties as assigned by the university. Instructional duties include, but are not limited to, teaching assigned classes, evaluating the students in the classes, and meeting with those students who require assistance in their classes. Non-instructional duties include, but are not limited to, conducting research and other scholarly activity, advising students, serving on committees, sponsoring organizations, and participating in professional organizations. A full-time faculty member should generally carry an instructional load of twenty-four (24) to twenty-seven (27) hours per academic year and a non-instructional equivalent load of nine (9) to twelve (12) hours per academic year so the full-time load would be the equivalent of thirty-six (36) hours per academic year.

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Part-time (Adjunct) Faculty. Adjunct faculty members typically work with academic departments on a semester-by-semester basis. They represent a significant portion of a university's educational workforce and teach a prescribed number of course sections per semester but typically do not have research and service responsibilities. TT and NTT faculty members may serve as adjuncts (through overload assignments) but on a limited basis and

when qualified adjunct faculty members are difficult to employ. Authority to make appointments to the adjunct faculty is delegated to the university president. These appointments are limited to specific duties and a specific period of time. Adjunct faculty are not provided notification of non-reappointment. b) Part-Time Appointments. Part-time faculty are generally employed only for the purpose of teaching classes. The assigned responsibilities are to provide instruction, evaluate students pertaining to that instruction, and to meet with those students who require assistance in their classes. The load of a part-time faculty member who does not have additional duties will be determined by dividing his teaching load by eighteen (18). For example, a nine (9) hour teaching load would equal one-half time. e) Adjunct Appointments. Adjunct appointments are temporary appointments made for one semester or summer session only and involve instructional duties for certain course sections only.

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3.1.2-Tenure and Non-tenure Track faculty appointmentsTypes of Appointments to Faculty. The regular faculty holds one of six types of appointments: Several types of appointments may be made for full-time faculty members, including part-time administrative roles (chairperson, assistant dean, etc.). Tenure-track faculty members participate in tenure and promotion processes that may change the nature of their appointment by advancing them to tenured status or to a new rank (assistant, associate, or full professor).

- a) Tenured A tenured appointment is reserved for those regular faculty members who have been granted tenure by the Board. Tenured faculty members are on continuous appointment and, therefore, are not notified of their appointment status for the following year unless their appointment is being terminated.
- b) Non-Tenured A non-tenured appointment refers to any appointment which is not tenured. This includes, but is not limited to, tenure track, non-tenure track, temporary, and administrative appointments.
 - 1) Tenure Track A tenure track appointment is one in which the faculty member may become eligible to receive tenure in accordance with policy. Tenure track appointments are for one (1) year, renewable annually at the option of the university.
 - 2) Non-tenure Track A non-tenure track appointment is one in which the faculty member is appointed to the regular faculty but is not eligible to receive tenure and is classified as on a non-tenure track. A faculty member on non-tenure track appointment may be continued annually, at the option of the university. A non-tenure track appointment may be changed to a tenure track appointment upon written agreement between the university president and the faculty member.

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3.1 FACULTY PERSONNEL POLICY. (Continued)**3.1.2 Types of Appointments to Faculty**

- 3) Temporary. A temporary appointment is one in which the faculty member is appointed to the regular faculty for a period of one year or less. Upon termination of the temporary appointment, the position, if continued, will be opened and advertised.
- 4) Administrative. An administrative appointment is one in which the faculty member is assigned to perform executive duties and function as part of the administration of the university.

3.1.3 Length of Appointments. ~~The Board may not obligate itself beyond a current fiscal year for salaries or compensation in any amount to its employees except as authorized by the Oklahoma Constitution.~~

3.1.4 Initial Appointments to the Regular Faculty. ~~Authority to make appointments to the regular faculty is delegated to the university president. Appointments to the regular faculty are reported to the Board at the next regular meeting following the appointment.~~

3.1.5 Appointments to the Supplemental Adjunct Faculty. ~~Authority to make appointments to the supplemental faculty is delegated to the university president. These appointments are limited to specific duties and a specific period of time. Supplemental faculty are not entitled to notification of non-reappointment.~~

3.1.6 Appointments to the Summer Teaching Faculty. An appointment to the summer faculty is limited to the specific summer for which the appointment is made. Summer faculty appointments from regular faculty are made by the university president.

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3.1 FACULTY PERSONNEL POLICY. (Continued)3.1.7 Full- and Part-Time Appointments.

a) ~~Full-Time Appointments.~~ Full-time faculty have instructional and non-instructional duties as assigned by the university. Instructional duties include but are not limited to the teaching of assigned classes, evaluating the students in the classes, and meeting with those students who require assistance in their classes. Non-instructional duties include but are not limited to conducting research and other scholarly activity, advising students, serving on committees, sponsoring organizations, and participating in professional organizations. A full-time faculty member should generally carry an instructional load of twenty-four (24) to twenty-seven (27) hours per academic year and a non-instructional equivalent load of nine (9) to twelve (12) hours per academic year so the full-time load would be the equivalent of thirty-six (36) hours per academic year.

b) ~~Part-Time Appointments.~~ Part-time faculty are generally employed only for the purpose of teaching classes. The assigned responsibilities are to provide instruction, evaluate students pertaining to that instruction, and to meet with those students who require assistance in their classes. The load of a part-time faculty member who does not have additional duties will be determined by dividing his teaching load by eighteen (18). For example, a nine (9) hour teaching load would equal one-half time.

c) Graduate Assistants. Graduate assistants are graduate students at the institution who hold appointments as teaching, research, or administrative assistants. Graduate assistants must be enrolled in a minimum of three (3) semester hours. Teaching assistants shall not teach more than six (6) credit hours per semester.

d) Joint Appointments. Appointments between two or more academic units or colleges or universities are encouraged when they are of mutual benefit. However, they (a1) must not total more than 1.0 full-time equivalent (FTE) and (b2) must be approved by all the units and colleges or universities involved. Such appointments must have the approval of the appropriate administrative officials of all units involved and one academic unit and college shall have primary responsibility for promotion and tenure consideration.

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e) ~~Adjunct Appointments.~~ Adjunct appointments are temporary appointments made for one semester or summer session only and involve instructional duties for certain course sections only.

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3.2 ACADEMIC RANK AND PROMOTION OF FACULTY.

3.2.1 Rank or Promotion Granted by Board of Regents. Authority to grant academic rank or promotion in academic rank is delegated to the university president. Determination of merit and granting promotion in rank shall be in accordance with the promotion policies and procedures of the university as well as the minimum criteria contained in these policies.

3.2.2 Principal Academic Ranks of the University. The principal academic ranks of the university shall be Professor, Associate Professor, Assistant Professor, and Instructor. The minimum educational qualifications for these ranks shall be as follows:

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| a) <u>Professor:</u> | An earned doctorate degree awarded by a regionally accredited institution (e.g., Higher Learning Commission or Southern Association of Colleges and Schools), or internationally recognized institution. Institutions may elect to award the rank of professor to individuals who have completed a non- doctoral terminal degree program requiring a minimum of 60 graduate hours. | |
| b) <u>Associate Professor:</u> | An earned doctorate degree awarded by a regionally accredited internationally recognized institution. Institutions may elect to award the rank of associate professor to individuals who have completed a non- doctoral terminal degree program requiring a minimum of 60 graduate hours. | |
| c) <u>Assistant Professor:</u> | An earned doctorate degree awarded by a regionally accredited or internationally recognized institution. Institutions may elect to award the rank of assistant professor to individuals who have completed all requirements in a doctoral program except the dissertation (or equivalent requirement) or have completed a non- doctoral terminal degree program requiring a minimum of 60 hours. | |
| d) <u>Instructor</u> | An earned degree awarded by a regionally accredited or internationally recognized institution. | |
| e) <u>Others</u> | Institutions may classify instructional personnel who are not subject to assignment of rank by such titles as special instructors, lecturers, graduate assistants, adjunct instructors, part-time instructors, or by another other title. | |

Providing that candidates possess the required educational and experience qualifications the following are considered minimum criteria upon which promotion in rank is based: 1) effective classroom teaching, 2) scholarly or creative achievement, 3) contributions to the institution and profession, and 4) performance of non-teaching or administrative duties.

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3.2 ACADEMIC RANK AND PROMOTION OF FACULTY. (Continued)

3.2.3 Education Requirements. The university shall verify the credentials of each faculty member according to the policies and procedures of the Higher Learning Commission. ~~A Commission of the North Central Association of Colleges and Schools,~~ the Oklahoma State Regents for Higher Education, and the Regional University System of Oklahoma. ~~The e~~ Earned degrees or graduate work should be in a field related to the individual's assignment.

3.2.4 Experience Requirements. Faculty members remain at the same rank for a minimum of five (5) years.

3.2.5 Appeal. Individuals who are not satisfied with action taken as a result of the review process for change in rank may follow the established university appeal procedure. There shall be no right of review of such actions by the Board of Regents.

3.2.6 Exceptions. Exceptions to criteria and experience requirements for academic rank or promotion in rank may be made by the ~~univeristy President~~ university President.

3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY.**3.3.1 Academic Freedom.**

a) Faculty members are entitled to freedom regarding research and in the publication of the results, subject to the adequate performance of instructional and non-instructional duties. Patent and copyright ownership will vest consistent with Board policy.

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY. (Continued)

3.3.1 Academic Freedom.

b) Faculty members are entitled to freedom in the classroom in discussing their subject, but faculty should be objective in teaching of a controversial matter which has relation to that subject and of controversial topics introduced by students. The faculty member should not introduce controversial matters which have little or no relation to the subject of instruction.

c) University faculty members are individuals, members of a learned profession, and representatives of a university. When faculty members speak or write as individuals, they should be free from institutional censorship or discipline, but faculty position in the community imposes special obligations. As persons of learning and education representatives, the faculty members should remember that the public may judge the profession and the university by extramural utterances. Hence, each faculty member should, at all times, be accurate, should exercise appropriate restraint, should show respect for the opinions of others and should make every effort to indicate that faculty do not speak on behalf of the university.

d) Academic freedom should be distinguished clearly from constitutional freedoms, which all citizens enjoy equally under the law. Academic freedom is an additional assurance to those who teach and pursue knowledge and, thus, pertains to rights of expression regarding teaching and research within specific areas of recognized professional competencies.

3.3.2 Academic Responsibility

a) The concept of academic freedom must be accompanied by an equally-demanding concept of academic responsibility. The concern of the university and its members for academic freedom safeguards must extend equally to requiring responsible service, consistent with the objectives of the university.

b) Faculty members have responsibilities to their discipline and to the advancement of knowledge generally. Their primary obligation in this respect is to seek and to state the truth as they see it. To this end, they shall devote their energies to developing and improving their scholarly competence. They shall exercise critical self-discipline and judgment in using, extending, and transmitting knowledge and they shall practice intellectual honesty.

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY. (Continued)

3.3.2 Academic Responsibility.

c) Faculty members have responsibilities to their students. They shall encourage in students the free pursuit of learning and independence of mind, while holding before them the highest scholarly and professional standards. Faculty members shall show respect for the student as an individual and adhere to their proper role as intellectual guides and counselors. They shall endeavor to define the objectives of their courses and to devote their teaching to the realization of those objectives. A proper academic climate can be maintained only when faculty members meet their fundamental responsibilities regularly, such as preparing for and meeting their assignments, conferring with and advising students, evaluating fairly and participating in group deliberations which contribute to the growth and development of students and the university. All faculty members also have the responsibility to accept those reasonable duties assigned to them within their fields of competency, whether curricular, co- curricular, or extra-curricular. Faculty members make every reasonable effort to foster honest academic conduct and to assure that their evaluations of students reflects their true merit. They do not exploit students for private advantage and acknowledge significant assistance from them. They protect students' academic freedom.

d) Faculty members have responsibilities to their colleagues, deriving from common membership in a community of scholars. They shall respect and defend the free inquiry of their associates. In the exchange of criticism and ideas, they should show due respect for the opinions of others. They shall acknowledge their academic debts and strive to be objective in the professional judgment of their colleagues. Faculty members accept a reasonable share of faculty responsibilities for the governance of the university.

e) Institutions of higher education are committed to open and rational discussion as a principal means for the clarification of issues and the solution of problems. In the solution of certain difficult problems, all members of the academic community must take note of their responsibility to society, to the institution, and to each other, and must recognize that at times the interests of each may vary and will have to be reconciled. The use of physical force, harassment of any kind, or other disruptive acts which interfere with ordinary institutional activities, with freedom of movement from place to

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY. (Continued)

3.3.2 Academic Responsibility.

place on the campus, or with freedom of all members of the academic community to pursue their rightful goals, are the antithesis of academic freedom and responsibility. So, also, are acts which, in effect, deny freedom to speak, to be heard, to study, to teach, to administer, and to pursue research. It is incumbent upon each member of the academic community to be acquainted with his individual responsibilities, as delineated by appropriate institutional statements found in the faculty handbook.

f) Faculty members have responsibilities to the educational institution in which they work. While maintaining their right to criticize and to seek revisions, they shall observe the stated regulations of the institution. Faculty members shall determine the amount and character of the work they do outside their institution with due regard to their paramount responsibilities within it. When considering the interruption or termination of his or her service, the faculty member recognizes the effect of such a decision upon the program of the institution and gives due notice of the decision.

g) Faculty members have responsibilities to their community. As a person engaged in a profession that depends upon freedom for its health and integrity, the faculty members have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

h) Administrators must protect, defend and promote academic freedom.

3.3.3 Academic Tenure.

a) Tenure is a privilege and a distinctive honor. Tenure is defined as continuous reappointment which may be granted to a faculty member in a tenure-track position, subject to the terms and conditions of appointment. The tenure decision shall be based on a thorough evaluation of the candidate's total contribution to the mission of the university. While specific responsibilities of faculty members may vary because of special assignments or because of the particular mission of an academic unit, all evaluations for tenure shall address at a minimum whether each candidate has achieved excellence in:

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY. (Continued)

3.3.3 Academic Tenure.

- 1) effective classroom teaching; 2) scholarly or creative achievement; 3) contributions to the institution and profession; and 4) performance of non-teaching or administrative duties. Each university may formulate standards for this review and determine the appropriate weight to be accorded each criterion consistent with the mission of the academic unit.
- b) Tenure is granted by the Board of Regents of the Regional University System of Oklahoma upon recommendation of the university president. Determination of merit and recommendation for granting tenure shall comport with the minimum criteria and policies and procedures contained in this chapter.
- c) The terms and conditions of every appointment or reappointment shall be stated in writing and be in the possession of both the institution and faculty member before the appointment is consummated. Tenure shall be granted only by written notification after approval by the Board. Only full-time faculty members holding academic rank of assistant professor, associate professor, or professor may be granted tenure. Qualified professional librarians shall be considered faculty members if they are given academic rank.
- d) Tenure does not apply to administrative positions, but a tenured faculty member appointed to an administrative position retains tenured status previously granted as a member of the faculty.
- e) The Board intends that tenured personnel are reappointed to the faculties of the institutions under its control within existing positions that are continued the next academic year. The Board reserves the right to terminate tenured faculty at the end of any fiscal year if the Legislature fails to appropriate or the Oklahoma State Regents for Higher Education fails to allocate sufficient funds to meet obligations for compensation.
- f) The Board recommends that not more than sixty-five percent (65%) of the full-time faculty at a university receive tenure.

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY, AND TENURE OF FACULTY. (Continued)

3.3.4 Periods of Appointment and Tenure

- a) Faculty members holding academic rank above the level of instructor (assistant professor, associate professor, or professor) shall be on probation for a minimum of five (5) years after date of first being employed by the university in a tenure track position. Years of experience in any position other than a tenure track position may be used for the probation only if approved by the university president. Seven (7) years shall be the maximum probationary period for the eligible faculty member to become eligible for tenure. If, at the end of seven (7) years any faculty member has not attained tenure, there will be no renewal of appointment for the faculty member unless a specific recommendation for waiver of policy from the president to the contrary is approved by the Board each year.
- b) For the purpose of determining probationary employment of faculty members for tenure consideration, sabbatical leave counts as a part of the period of probationary employment, and a leave of absence is not included as part of the probationary period.

3.3.5 Procedure for Granting Tenure and Reviewing of Tenured Faculty.

- a) When a faculty member is to be considered for tenure, the chair of a division or department shall call a meeting of the tenured members of the division or department for a discussion of the case. The faculty member's contributions to the mission of the university shall be reviewed and evaluated by the tenured members of his or her division or department including his or her division and/or department chair if applicable, and a poll by secret ballot will be taken to determine whether a recommendation for the granting of tenure will be made. The results of all balloting will be confidential and will not be included in the faculty member's personnel file. This review may be conducted in a manner that allows for input from non-tenured colleagues, students, alumni and administrative information from the department chair. In the event that the number of tenured faculty members in a division or department is fewer than five (5), the actual tenured members in that division or department, plus additional tenured faculty members appointed by the chief academic officer or his or her designee to form a group of at least five (5) tenured faculty members shall act as an ad hoc committee for tenure recommendation. A simple majority rule shall prevail. The division or department chair shall report the results of the vote, separate from his or her recommendation

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3.3 ACADEMIC FREEDOM, ACADEMIC RESPONSIBILITY AND TENURE OF FACULTY, (Continued)

3.3.5 Procedure for Granting Tenure and Reviewing of Tenured Faculty
(Continued)

or her recommendation, to the dean who will forward that recommendation as well as the dean's recommendation to the chief academic officer. The chief academic officer will report these recommendations as well as his or her recommendation to the president.

A university may establish a process to have additional tenure committee(s) at the college and or university level. A recommendation for tenure may also come directly from the chief academic officer or from the president of the university without prior recommendation from the division or department. If the president determines to recommend granting of tenure, he or she will make the recommendation to the Board.

- b) The academic and professional performances of each tenured faculty member at each institution must be reviewed at least every three (3) years. When the review results in a finding that a tenured faculty member's academic and professional performance is unsatisfactory, the faculty member shall be notified of the deficiencies in performance and must be reviewed again within one (1) year. The results of each review will be placed in the personnel record of the tenured faculty member. The tenured faculty member should be given a copy of the review and an opportunity to respond. Two consecutive unsatisfactory post-tenure performance evaluations may be grounds for dismissal or suspension.

3.4 DISCIPLINARY ACTION AND DISMISSAL/TERMINATION OF APPOINTMENT AND DISMISSAL No tenured member of the faculty shall have his or her appointment terminated in violation of the principles of tenure adopted by the Board except for one or more causes which may include, but are not limited to, the following:

- a) Committing a felony or other serious violation of law that is admitted or proved before a court of competent jurisdiction, preventing the faculty member from satisfactory fulfillment of professional duties or responsibilities, or violation of a court order which relates to the faculty member's proper performance of professional responsibilities.
- b) Moral turpitude.
- c) Insubordination.
- d) Professional incompetence or dishonesty.

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3.4 DISCIPLINARY ACTION AND DISMISSAL, (Continued)

- e) Substantial or repeated failure to fulfill professional duties or responsibilities or substantial or repeated failure to adhere to Board or university policies.
- f) ~~Personal~~ Behavior preventing the faculty member from satisfactory fulfillment of professional duties or responsibilities.
- g) An act or acts which demonstrate unfitness to be a member of the faculty.
- h) Falsification of academic credentials.
- i) Two consecutive unsatisfactory post-tenure performance evaluations.
- j) Bona fide lack of need for one's services in the university.
- k) Bona fide necessity for financial retrenchment.

3.4.1 Disciplinary Action Other Than Dismissal or Suspension. Disciplinary action affecting the terms of employment taken by the university against a tenured faculty member must be based upon causes stated in this chapter, or any other adequate cause which related directly and substantially to the fitness of the tenured faculty member to perform professional duties. Disciplinary action shall begin with a conference between the tenured faculty member and the appropriate academic officer. If as a result of the conference, the academic officer finds that disciplinary action is warranted, a written recommendation for action should be forwarded to the appropriate dean or division head. If, after review, the dean or division head decides not to proceed with further disciplinary action, both parties should be notified in writing. If the dean or division head determines that additional action is warranted, then a conference with the tenured faculty member should be arranged. The dean or division head may determine that no further action is necessary. If, however, additional action is warranted, the faculty member and the chief academic officer shall be notified in writing within fourteen (14) days. The chief academic officer should arrange for a conference with the faculty member. The chief academic officer may then determine that no additional action is necessary.

However, the chief academic officer should notify the faculty member in writing if an additional plan of disciplinary action is made. A copy of the disciplinary action should be placed in the faculty member's personnel file.

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3.4 DISCIPLINARY ACTION AND DISMISSAL. (Continued)

3.4.2 Suspension of a Tenured Faculty Member. The president of the university shall have the authority to suspend any faculty member formally accused of causes a, b, c, d, e, f, g, h or i (listed above). The president shall notify the General Counsel of the Board in writing of the terms and conditions of the suspension within 30 days of notifying the faculty member. A faculty member should be suspended only if harm to the faculty or students is possible or disruption of proper conditions for teaching and learning are threatened by the faculty member's continuance. —During the suspension period, compensation for the suspended person should be continued. If during the suspension period the faculty member is convicted of or admits to the commission of a felony or a crime involving moral turpitude or other serious violation of law referenced above, the institution shall not continue compensation.

3.4.3 Dismissal of a Tenured Faculty Member for Cause. Dismissal proceedings shall begin with a conference between the faculty member and the appropriate academic officer. —The conference may result in agreement that the dismissal proceedings should be discontinued or that the best interest of the tenured faculty member and the university would be served by the faculty member's resignation. If this conference does not result in mutual agreement, the academic officer will submit a recommendation in writing with rationale to the faculty member and to the vice president for academic affairs. Within fourteen (14) days, the chief academic officer should have a conference with the faculty member. At the conclusion of the conference the chief academic officer will make a written recommendation to the president with a copy to the faculty member.

3.4.4 Dismissal of Tenured Faculty for Program Discontinuance or Financial Retrenchment. A faculty member with tenure whose position is terminated based on genuine financial retrenchment, bona fide discontinuance of a program or lack of need for one's services, will be given five (5) months written notice unless an emergency arises.

Before terminating an appointment because of discontinuance of a program or department, or because of other lack of need of services, the university will make reasonable efforts to place affected members in other suitable positions.

If an appointment is terminated because of financial retrenchment, or because of discontinuance of a program, the released faculty member's position will not be filled by a replacement within a period of two years, unless the released faculty member has been offered reappointment at the previous status.

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3.4 DISCIPLINARY ACTION AND DISMISSAL, (Continued)

3.4.5 Appellate Committee on Dismissal of Tenured Faculty Members. A faculty member who receives notice of recommendation of dismissal by the Chief Academic Officer may request and shall be afforded a hearing before the Appellate Committee on Dismissal of Tenured Faculty Members. Failure to make a request in writing to the president of the university within fourteen (14) days after receipt of notification shall constitute a waiver by such faculty member of his or her right to a hearing before the Appellate Committee on Dismissal of Tenured Faculty Members and the president shall then make a final determination. Each university shall institute an Appellate Committee on Dismissal of Tenured Faculty Members. The committee shall not exceed nine (9) tenured faculty members, eight (8) of whom shall be nominated or elected by the faculty governing body of the university and one member appointed by the president of the university. A quorum shall be five (5) members or a majority of qualified members of the committee. Initially, one half (½) of the elected members shall be elected for twelve (12) months and one half (½) shall be elected for twenty-four (24) months; thereafter, one half (½) shall be elected each year. No member may serve more than two (2) consecutive terms. One (1) or more alternate members of the committee shall be elected to serve in the event a regular member is unable to serve. If any member of the committee is an interested party in a case which comes before the Appellate Committee on Dismissal of Tenured Faculty Members, said committee member shall not serve on that case.

The incumbent committee shall serve until the completion of any case pending at the time their term of service expires.

The decision of the committee will be based on majority vote. Prior to any hearings the committee will hold an organizational meeting at which time the committee will at a minimum elect its own chair, who will have the right to vote.

3.4.6 Appeal Procedures for Tenured Faculty.

a) After a faculty member has requested a hearing before the Appellate Committee on Dismissal of Tenured Faculty Members, service of notice of hearing with specific charges in writing will be made at least twenty (20) days prior to the hearing. The faculty member may respond by waiving the hearing and filing a written brief or the matter may proceed to a hearing. If the faculty member waives hearing, but denies the charge or asserts that the charges do not support a finding of adequate cause, the Appellate Committee on Dismissal of Tenured Faculty Members will evaluate all available evidence, including testimony and documentary evidence presented by the university, and make its recommendation upon the evidence in the record.

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3.4 DISCIPLINARY ACTION AND DISMISSAL.**3.4.6 Appeal Procedures for Tenured Faculty.** (Continued)

- b) If the faculty member requests a hearing, the Appellate Committee on Dismissal of Tenured Faculty Members shall, with due diligence, considering the interests of both the university and the faculty member affected, hold a hearing and report its findings and recommendations to the university president and to the involved faculty member.
- c) At hearings before the Appellate Committee on Dismissal of Tenured Faculty Members, faculty members and the university shall be permitted academic advisors and/or counsel. A court reporter will be retained by the university to record the proceedings. Parties will pay the cost of a copy of the transcript. The committee will determine whether the hearing should be public or private.
- d) The faculty member will be afforded an opportunity to obtain necessary witnesses and documentary or other evidence, and the administration of the university will attempt to secure the cooperation of such witnesses and will make available necessary documents and other evidence within its control. No employee of the institution, regardless of position, should be excluded or excused from appearing before the committee, if available.
- e) The hearing will begin with the Chief Academic Officer presenting the case for dismissal and continue with the faculty member presenting the case against dismissal. Each side may introduce evidence and/or call witnesses as desired. The faculty member and the university will have the right to cross examine all witnesses present. Depositions are admissible whenever a witness cannot appear.
- f) The committee may conclude: a) that adequate cause for dismissal has been established by the evidence; b) that adequate cause for dismissal has not been established by the evidence; or c) that adequate cause for dismissal has been established, but an academic penalty less than dismissal, including removal of tenure, would be more appropriate. The committee may make any other recommendations it determines are appropriate. The committee's findings and recommendations shall be made to the university president. The committee shall send a copy of its findings and recommendations to the affected faculty member.

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3.4 DISCIPLINARY ACTION AND DISMISSAL. (Continued)**3.4.6 Appeal Procedures for Tenured Faculty.**

- g) The university president shall notify the affected faculty member of the president's recommendation to the Board. The faculty member shall have the right to request the Board to review adverse findings and recommendations of the president. The request must be in writing and filed within fifteen (15) days after final notification by the president of the university at the office of the Regional University System of Oklahoma. If the affected faculty member does not timely request that the Board review the president's findings and recommendations, the president's determinations become final and binding.
- h) In the event the faculty member submits a timely request to the Board to review adverse findings and recommendations of the university president, the faculty member must indicate whether he or she desires a hearing of all of the evidence of the case, otherwise the review will be a review of the record of the case. The Board has the discretion to determine whether the review will be a de novo hearing or a review of the record. The Board may retain a hearing officer to conduct the review and make recommendations to the Board.
- i) Public statements and publicity about the case by the university will be avoided until the proceedings, including consideration by the Regents, have been concluded.

3.4.7 Non-Tenured Faculty. Non-tenured faculty shall be afforded the same rights of academic freedom as tenured faculty.

Annual Evaluation. Unless the faculty member will not be reappointed the performance of non-tenured faculty members shall be evaluated on or before March 1, each year, and the results of the evaluation shall be placed in the personnel file of the non-tenured faculty member. The non-tenured faculty member shall be given a copy of the evaluation.

Non-Reappointment. The Board delegates to the university president or his or her designee the authority to reappoint or not to reappoint non-tenured faculty members. A non-tenured faculty member whose appointment is not renewed will be given written notice from the university on or before March 1, prior to termination of the current appointment. Failure to reappoint may be without specific or stated cause.

April 2017

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 3 ACADEMIC AFFAIRS	Page 3-18
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3.4 DISCIPLINARY ACTION AND DISMISSAL.**3.4.7 Non-Tenured Faculty.** (Continued)

Termination for Cause or Suspension of Non-Tenured Faculty. The termination of employment for cause or suspension of a non-tenured faculty member within an existing contract period shall follow the same procedures and be limited to the same reasons as provided for tenured faculty members who are terminated for cause or suspended. A failure to re-appoint may be without specific or stated cause.

Termination for Program Discontinuance or Financial Retrenchment. Employment of a non-tenured faculty member may be discontinued within an existing contract period based on genuine financial retrenchment, bona fide discontinuance of a program or department, or lack of need of one's services. Non-tenured faculty members discontinued within an existing contract period based on genuine financial retrenchment, bona fide discontinuance of a program or department, or lack of need of one's services shall not have greater job protection than tenured faculty.

3.5 SABBATICAL LEAVE. The Board authorizes the university to grant sabbatical leave. If a university chooses to grant sabbatical leave, the following guidelines will prevail:

Purpose: The university may grant a sabbatical leave to faculty members to provide an opportunity for continued professional growth and new or renewed intellectual achievement through study, research, writing, and travel. The primary purpose of sabbaticals should be for post-doctoral study. A sabbatical may be used to engage in specialized scholarly activity or to provide a broad cultural experience. Such sabbaticals are intended to take place in off-campus settings. The university views a sabbatical as an investment with the expectation that the sabbatical will significantly enhance the faculty member's capacity to contribute to the objectives of the university. For this reason sabbatical leave applications are approved only when significant evidence indicates that the individual will achieve this purpose. Also, the approval of such sabbaticals shall be consistent with the appropriate budgetary and faculty arrangements so as not to disrupt the instructional program or other vital operations of the university.

November 2015

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3.5 SABBATICAL LEAVE. (Continued)

Conditions of Award: A full sabbatical leave will be for one year at one-half salary. Persons who qualify for less than full sabbatical may be awarded a sabbatical on a proportional basis. Sabbatical leaves shall not be used as a means of augmenting personal income. The sabbatical program requires that persons on sabbatical devote full-time to the scholarly activity for which the sabbatical is granted and will receive no salary or stipend from sources other than the university, except that, with university approval, (1) persons on sabbatical at less than full salary may engage in other scholarly activity consistent with that for which the sabbatical is granted and receive salary, stipend, or honorarium from other sources in such amounts that total salary stipend, and honorarium do not exceed the annual income normally earned, and (2) persons on leave may receive grants from other sources for travel and research expenses incident to their scholarly activity.

Individuals receiving sabbatical leave shall enter into the following written agreement to return to the service of the university and remain for a number of months equal to four times the number of months of full-time equivalent salary (example: One half ($\frac{1}{2}$) salary x ten (10) months = five (5) full-time months; the number of months to return to the university is five (5) full-time months x four (4) = twenty (20) months) or to repay the university the amount of salary received while on sabbatical leave, unless released from the obligation by the Board. If the individual leaves the university prior to the end of the required time, whether voluntary or involuntarily, the amount to be paid the university shall be proportionally reduced.

February 2009

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3.5 SABBATICAL LEAVE. (Continued)AGREEMENT

1. I agree to report in writing to the Chief Academic Officer via my department chair or division chair within three months of returning to University service a report of the activities I undertook on my sabbatical and I understand that should I fail to do so any future leave application can be denied.
2. I agree to withdraw from all departmental, college, and University committees for the duration of my leave.
3. I agree to remain in the service of the University at not less than my present salary for a number of months equal to four times the number of months of full-time equivalent salary.
4. I further agree that, in the event I do not return to the University, I will repay the University salary and cost of benefits received from the University during the sabbatical leave, and that, if I do not repay such sums upon demand the University may bring all necessary legal actions to recover this money from me.
5. I have read the section of the Faculty Handbook regarding the official policy of sabbatical leave.
6. I have read and reviewed the rules and regulations of the Oklahoma Teachers Retirement System related to sabbatical leave.

NAME (Please type):

SIGNATURE: _____

February 2009

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3.5 SABBATICAL LEAVE, (Continued)

At the termination of the sabbatical, and not later than three months after returning to the campus, the individual shall submit a report of the activities undertaken to the chief academic officer through the department chair and division chair. The report will be used to evaluate future applications for sabbaticals of faculty members who have been granted one or more sabbaticals.

Eligibility: Faculty members are eligible for full sabbatical leaves when they have been full-time employees of the university for six academic years. In order to qualify for a prorated sabbatical, the individual must have been a full-time employee of the university for a minimum of two academic years. For the purpose of determining eligibility for a sabbatical leave, time spent on a sabbatical is considered as full-time employment; however, time spent on leave without pay is not considered full-time employment. A faculty member is eligible for a subsequent full sabbatical after six years following any sabbatical leave grant whether full or partial.

Application: A faculty member shall make formal application for a sabbatical leave which includes the reasons for requesting the sabbatical leave, the activities planned during the sabbatical, and a schedule of the use of time while on the sabbatical leave. The application should be submitted to the president of the university through the appropriate department chair, division chair or dean, and vice president. The department chair, division chair or dean, and vice president shall each include a recommendation regarding the sabbatical leave. The decision for recommendation of a sabbatical leave shall be based on the following criteria:

- a) evidence of the highest critical need in order to maintain academic effectiveness;
- b) total years of academic or professional service at the university;
- c) potential contribution to an academic or professional discipline;
- d) length of remaining service to the university;

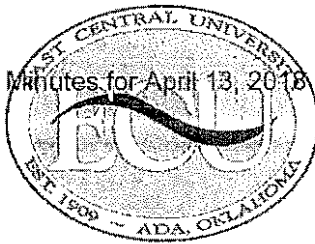
February 2009

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3.5 SABBATICAL LEAVE. (Continued)

- e) possession of a terminal degree in the teaching field assigned; or pursuing a terminal degree in a teaching field in which there is a shortage of qualified faculty.

September 2006



OFFICE OF THE PRESIDENT

Danley Hall, Suite 200
1100 E. 14th Street, PMB P-8 • Ada, OK 74826-6999
(580) 559-5213 office • (580) 332-1623 fax • www.ecok.edu

April 9, 2018

Regional University System of Oklahoma
Landmark Towers
3555 NW 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Chair Stansberry and Members of the Board:

The recommendations of East Central University are as follows:

I. PERSONNEL

A. PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

In accordance with Board policy, East Central University requests permission to appoint **DR. CAROL LINDER**, as Provost and Vice President for Academic Affairs, effective July 1, 2018, at an academic salary rate of \$144,000. The position was vacated by my change in roles.

Dr. Carol Linder has more than ten years of developing faculty leadership, with almost two years' of executive experience as the interim associate vice president for academic affairs and provost/VPAA at New Mexico Highlands University. Dr. Linder has a successful record of teaching, research, and service, as well as administrative experience having served two years as associate director at The Jackson Laboratory in Bar Harbor, Maine.

Dr. Linder led the strategic planning steering committee at NMHU and has experience with making the process transparent. Working closely with NMHU's Center for Teaching Excellence, she developed a Power of Excellence recognition program for creative and research activities. She also worked with the CTE to develop workshops and seminars that train faculty and staff on diversity and inclusiveness. Dr. Linder has successfully secured grant funding and was the principal investigator on two National Institutes of Health projects. She is currently the co-liason for the NIH New Mexico-INBRE grant. She has mentored research with over 40 undergraduate students, 3 high school students, and 13 graduate students.

She is committed to improving the student experience, both in and out of the classroom; increasing student success; expanding online programs; enhancing an atmosphere of shared governance; increasing our underrepresented populations (both students and faculty); and working collaboratively to create a climate of inclusive excellence.

She earned her doctorate in biological sciences (1990) and master's in physical and health education (1985) from the University of Texas at Austin. She earned her bachelor's in exercise technology (1982) from the University of New Mexico.

B. FACULTY APPOINTMENTS

MS. MEGAN DONELSON has been appointed to a tenure track position as an Assistant Professor of English for the 2081-2018 academic year. His academic salary will be \$46,000, effective August 15, 2018.

Ms. Donelson earned her Bachelor of Arts in English and Spanish from The College of Wooster in 2007. She received her Master of Fine Arts in writing and poetics from Naropa University (2009) and is ABD in a doctoral program in Rhetoric and Composition at Middle Tennessee State University. She anticipates defending her dissertation by May 2018.

Ms. Donelson has held adjunct faculty positions in English at Nashville State Community College, University of Akron and Brown Mackie College North Canton. With her background in rhetoric, she is well prepared to teach English major courses from sophomore to senior levels. Her dissertation on composition pedagogy makes her an ideal candidate to teach first year writing and developmental writing, two important elements of our department's general education offerings. Her scholarship has been accepted to the Conference on College Composition and Communication as well as Rhetoric Society of America, major national conferences in her field.

MR. MICHAEL KIRK PALMER has been appointed to a non-tenure track position as an Instructor of Music for the remainder of the spring 2018 semester. Mr. Palmer will fill the position previously held by Dr. Benjamin Finley, who resigned in January. His annualized salary will be \$43,500, compensated at \$4,350 per month, beginning March through May 2018.

Mr. Palmer holds a Master of Music from Southwestern Oklahoma State University (1998) and a Bachelor of Arts in Music from East Central University (1991). He was an Instructor of Music and Assistant Director of Bands at Langston University from fall 2006 through spring 2009; and an Instructor of Music at the University of Oklahoma from fall 1997 through spring 1998. He has served as an adjunct faculty member at Oklahoma Christian University and the University of Central Oklahoma.

C. CHANGE IN TITLE

DR. CHARLIE JONES, Professor and Chair, Department of Business Administration, has resigned as Department Chair, effective May 31, 2018. He is being replaced by Dr. Michael Scott. Dr. Jones will continue as faculty in the department, and his annual salary for FY 2019 will decrease by \$1,200 for a total of \$90,266.

DR. MICHAEL SCOTT, Assistant Professor, Business Administration, has been named as the Chair of the Department of Business Administration, beginning June 1, 2018. He is assuming the responsibilities from Dr. Charlie Jones who resigned as department chair, effective May 31, 2018. Dr. Scott will continue as faculty in the department, and his annual salary for FY 2019 will increase by \$1,200 for a total of \$74,852.

DR. MARK WALLING, Professor and Chair, Department of English and Languages, has resigned as Department Chair, effective June 30, 2018. He is being replaced by Dr. Sarah Peters. Dr. Walling will continue as faculty in the department, and his annual salary for FY 2019 will decrease by \$1,200 for a total of \$63,980.

DR. SARAH PETERS, Assistant Professor, Department of English and Languages, has been named as the Chair of the Department of English and Languages, beginning July 1, 2018. She is assuming the responsibilities from Dr. Mark Walling who resigned as Department Chair, effective June 30, 2018. She will continue as faculty in the department. Dr. Peter's annual salary for FY 2019 will increase by \$1,200 for a total of \$48,426.

DR. JOHN S. WALKER, Professor and Program Coordinator of Music, has resigned as Program Coordinator of Music, effective June 30, 2017. He is being replaced by Mr. Nathaniel Berman. Dr. Walker will continue as faculty; and, his annual salary for FY 2019 will decrease by \$1,200 for a total of \$77,375.

MR. NATHANIEL BERMAN, Assistant Professor, Department of Music, has been appointed Program Coordinator of Music, effective July 1, 2018. He will continue

as faculty in the department. Dr. Berman's annual salary for FY 2019 will increase by \$1,200 for a total of \$42,725.

DR. DARCY DUNCAN, Assistant Professor, Department of Nursing, has been appointed Interim Director for the School of Nursing, effective July 1, 2018. She will continue as faculty in the department. Dr. Duncan's annual salary for FY 2019 will increase from \$70,000 to \$97,000.

D. RESIGNATIONS

MS. DANA D. JORDAN, Instructor of Education and Early Childhood Education Program Coordinator, has resigned effective May 15, 2018.

MS. ROZALIN ROARK, Instructor of Kinesiology, has resigned effective May 31, 2018.

E. RETIREMENT WITH EMERITUS RESOLUTION

DR. JANNA L. BYRD, Associate Professor of Human Resources, has submitted her retirement effective July 1, 2018. Dr. Byrd was employed at ECU in 1978.

DR. ALLEN CORRELL, Associate Professor of Instrumental Music and Director of Bands, has submitted his retirement effective May 15, 2018. Dr. Correll was employed at ECU in 2003.

DR. HUGH R. TRIBBEY, Assistant Professor of English, has submitted his retirement effective June 1, 2018. Dr. Tribbey was employed at ECU in 1995.

F. PROMOTION IN RANK (effective 2018-2019 academic year)

Assistant Professor to **Associate Professor**:

Dr. Mary Harper – Assistant Professor of Mathematics

Dr. Rebecca Nicholson-Weir, Assistant Professor of English and Languages

Dr. Charles Peaden, Assistant Professor of Political Science

Dr. Sarah Peters, Assistant Professor of English and Languages

Associate Professor to Professor

Dr. Melody Baggech, Associate Professor of Music

Dr. Bradley Clappitt, Associate Professor of History

Dr. Marc Klippenstine, Associate Professor of Psychology

Dr. Daniel McInnes, Associate Professor of Biology

Dr. Robin Murphy, Associate Professor of English and Languages

G. TENURE

In accordance with Board policy, the following persons are recommended for tenure effective with the 2018-2019 academic year.

Dr. Rebecca Nicholson-Weir, Assistant Professor of English and Languages

Dr. Sarah Peters, Assistant Professor of English and Languages

H. REAPPOINTMENT OF NON-TENURED FACULTY

In accordance with Board policy, the following persons will be retained on a tenure track basis for the 2018-2019 academic year.

Dr. Eric Ananga	Assistant Professor	Political Science and Legal Studies
Dr. Terrie Becerra	Assistant Professor	Sociology
Mr. Nathaniel Berman	Assistant Professor	Music
Dr. Stacey Bolin	Assistant Professor	Business Administration
Dr. Christopher Braun	Assistant Professor	Cartography
Dr. Douglas Bryhan	Assistant Professor	Physics
Dr. Christopher Campbell	Assistant Professor	Psychology
Dr. Michael Copeland	Assistant Professor	Human Resources
Dr. Preston Draper	Assistant Professor	Political Science and Legal Studies
Dr. Jennifer Dorsey	Assistant Professor	English and Languages
Mr. John Dougherty	Assistant Professor	Art
Dr. Leah Dudley	Assistant Professor	Biology
Dr. Darcy Duncan	Assistant Professor	Nursing
Dr. Deanna Hartley-Kelso	Assistant Professor	Business Administration
Dr. Ellen Harwell	Assistant Professor	Psychology
Dr. Dwight Hite	Assistant Professor	Business Administration

Dr. Alisha Howard	Assistant Professor	Biology
Dr. Nicolas Jacob	Assistant Professor	Mathematics
Dr. Melissa Inglis	Assistant Professor	English and Languages
Dr. Mark Jones	Assistant Professor	Education
Dr. Errol King	Assistant Professor	English and Languages
Dr. Jessica Koch	Assistant Professor	Education
Dr. Michelle Lastrina	Assistant Professor	Mathematics
Dr. Matthew Lynam	Assistant Professor	Mathematics
Dr. Randall Maples	Assistant Professor	Chemistry
Dr. Bruce Moring	Assistant Professor	Biology
Dr. James Moten	Assistant Professor	Business Administration
Dr. April Nesbit	Assistant Professor	Biology
Dr. Rebecca Nicholson-Weir	Assistant Professor	English and Languages
Ms. Annie Oldenburg	Assistant Professor	Mass Communication
Dr. Michael Pelosi	Assistant Professor	Computer Science
Dr. Sarah Peters	Assistant Professor	English and Languages
Dr. Jason Prather	Assistant Professor	Kinesiology
Dr. Suzanne Pottratz	Assistant Professor	Psychology
Dr. Robin Roberson	Assistant Professor	Psychology
Dr. Catherine Roring	Assistant Professor	Psychology
Dr. Michael Scott	Assistant Professor	Business Administration
Ms. Katherine Seals	Assistant Professor	Art
Dr. Shelli Sharber	Assistant Professor	Education
Mr. Nicholas Stowers	Assistant Professor	Kinesiology
Dr. Darcy Tessman	Assistant Professor	Family and Consumer Sciences
Dr. Dwaine Turner	Assistant Professor	Human Resources
Dr. Vladimir Ufimtsev	Assistant Professor	Computer Science
Dr. George Wang	Assistant Professor	Biology
Dr. Dustin Williams	Assistant Professor	Psychology

I. REAPPOINTMENT OF NON-TENURE TRACK FACULTY

In accordance with Board policy, we will retain the following faculty members for the academic year 2018-2019.

Ms. Rochelle Bailey	Lecturer	Human Resources
Ms. Kristen Byers	Instructor	Business Administration
Ms. June Caruthers	Instructor	Education
Ms. Sharon Cunningham	Instructor	Education
Ms. Pamela Curtis	Instructor	Nursing
Mr. Joe Dougherty	Instructor	Accounting
Ms. Megan Dilday	Instructor	Nursing
Ms. Anna Duran	Instructor	Nursing
Dr. Jaime Elliott	Instructor	Accounting
Ms. Luann Evert	Instructor	Nursing
Ms. Donna Graves	Instructor	Communication and Performance Studies
Ms. Misty Gray	Instructor	Nursing
Ms. Megan Hasler	Instructor	Linscheid Library
Ms. Melonie Johnson	Instructor	Education
Ms. Amanda Hoffpauir	Instructor	Nursing
Ms. Susan Ingram	Instructor	Communication and Performance Studies
Ms. Julie Lee	Instructor	Accounting
Ms. Marla Loble	Instructor	Linscheid Library
Ms. Casey Lowry	Instructor	Linscheid Library
Ms. Nancy McClain	Instructor	Mathematics
Ms. Kelby Pletcher	Instructor	Music
Mr. Dale Powers	Instructor	Business Administration
Ms. Jennifer "Kayce" Powers	Instructor	Nursing
Ms. Angela Price	Instructor	Human Resources
Ms. Gayla Reed	Instructor	Nursing
Ms. Vickie Reifsnider	Lecturer	Communication and Performance Studies
Ms. Rozalin Roark	Instructor	Kinesiology
Ms. Destany Schafer-Morgan	Instructor	Human Resources
Ms. Tonnie Scott	Instructor	Nursing
Ms. Susan Shalver	Instructor	Nursing
Ms. Lisa Sheffield	Instructor	Human Resources
Ms. Jennifer Snell	Instructor	Education
Ms. Shelly Spangler	Instructor	Nursing
Mr. Richard Strickler	Instructor	Business Administration
Mr. Randall Stone	Instructor	Accounting
Ms. Jeanene Taylor	Instructor	Human Resources
Ms. Calantha Tillotson	Instructor	Linscheid Library
Ms. Amy Ward	Instructor	Human Resources
Ms. Holli Witherington	Instructor	Human Resources

J. REAPPOINTMENT – NON TENURED FACULTY AFTER SEVEN YEARS

In accordance with Board policy, we will retain the following faculty members for the academic year 2018-2019.

Mr. Patrick Baumann	Instructor	Linscheid Library
Ms. Dana Belcher	Instructor	Linscheid Library
Mr. W. T. Skye Garcia	Instructor	Music
Ms. Jennifer Heck	Instructor	Nursing
Ms. Jan Long	Instructor	Family & Consumer Sciences
Mr. Brian Lorance	Instructor	Kinesiology
Ms. Jillian McCarty	Instructor	Kinesiology
Mr. Jeff McGaha	Instructor	Kinesiology
Mr. Matt McGaha	Instructor	Kinesiology
Ms. Debra Ollila	Instructor	Nursing
Mr. Thom Parr	Assistant Professor	Human Resources
Ms. Viki Saidleman	Instructor	Nursing
Ms. Mary Kay Tarver	Assistant Professor	Computer Science

K. TEMPORARY APPOINTMENTS -- NON- RENEWAL

In accordance with Board policy, the following individuals will not be reappointed for the 2018-2019.

Mr. William Boggs	Instructor	Mass Communication
Dr. Amanda Kashwer	Instructor	Kinesiology
Dr. Wanda Robinson	Instructor	Nursing

In accordance with Board policy, the following individuals have been notified of non-reappointment for Academic Year 2018-2019 prior to March 1, 2018.

Mr. Gary Batzloff	Assistant Professor	Art
Dr. Carolyn Lewis	Associate Professor	Nursing
Ms. Kesa McDonald	Instructor	Mathematics

II. GRANTS AND CONTRACTS**SUMMER ROBOTICS ACADEMY\$12,060**

East Central University has been awarded a \$12,060 grant from Oklahoma State Regents. The project period: March 1, 2018, through September 30, 2018. This grant will provide funds for the 2018 Robotics Academy for 12 students. The Project Director is Ms. Mary Kay Tarver.

PERFORMING ARTS SERIES-2018\$5,530

East Central University has received a \$5,530 grant from the Oklahoma Arts Council. The project period: July 1, 2017, through June 30, 2018. This grant will provide funding for artist fees. The Project Director is Mr. Brad Jessop.

STEMfinite LEARNING PROJECT\$4,980

East Central University has received a \$4,980 grant from Dart Foundation. The project period: April 1, 2018, to December 1, 2018. The STEMfinite Learning project will provide funding for thematic STEM experiences for K-12 students on a monthly basis throughout 2018. Project Director is Ms. Teresia Harrison.

STEM MATERIALS GARVIN COUNTY TEACHERS\$1,735

East Central University has received a \$1,735 grant from Walmart. The project period: February 12, 2018, to December 31, 2018. This grant will provide funds to purchase STEM materials for training of Garvin County Teachers. The Project Director is Ms. Teresia Harrison.

SCISSORTAIL WRITING FESTIVAL\$1,470

East Central University has received a \$1,470 grant from the Oklahoma Arts Council. The project period: July 1, 2017, through June 30, 2018. This grant will provide funding for artist fees. The Project Director is Mr. Ken Hada.

Total Grants and Contracts--\$25,775

III. PURCHASES

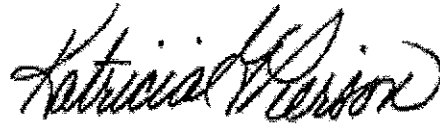
The following purchases are being made in accordance with Board policy (over \$50,000 and under \$150,000):

Howard Industries for the replacement of technology in the Business Conference Center at an amount of \$58,019.95. (New College Fund) (State contract SW 1020HW)

Request approval to make the following purchases which will be made in accordance with Board policy (over \$150,000):

NONE

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Katricia G. Pierson". The signature is fluid and cursive, with the first name "Katricia" being more prominent.

Katricia G. Pierson, Ph.D.
President

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

RESOLUTION

WHEREAS, DR. JANNA BYRD has dedicated her life and devotion to education, community service; and

WHEREAS, DR. BYRD has served East Central University, first as staff interpreter from 1978-1986; then became lead staff interpreter from 1986-1995; and then advanced to director of Deaf Student Services in 1995; and

WHEREAS, DR. BYRD has served as co-coordinator of the Graduate Clinical Rehabilitation and Clinical Mental Health Counseling Program; and

WHEREAS, DR. BYRD has served as a graduate advisor in the Clinical Rehabilitation and Clinical Mental Health Counseling Program; and

WHEREAS, DR. BYRD has served as assistant professor of human resources at ECU since 2006 and was promoted to associate professor of human resources in 2016; and

WHEREAS, DR. BYRD has taught courses in the Services to the Deaf Program at ECU; and

WHEREAS, DR. BYRD earned a bachelor of science in Special Education in 1978 and a master of science in Human Resources – counseling in 1986, both from East Central University and a doctorate in education in Occupational and Adult Education from Oklahoma State University; and

WHEREAS, DR. BYRD holds certifications from the National Registry of Interpreters for the Deaf, Comprehensive Skills and State QAST Interpreter Level V; and

WHEREAS, DR. BYRD has served as a highly-skilled interpreter with over 37 years of experience; and

NOW, THEREFORE, BE IT RESOLVED, that the **Regional University System of Oklahoma** bestows upon **DR. JANNA BYRD** the honorary title of **“Assistant Professor Emeritus of Human Resources”** and extends to her an expression of commendation and appreciation for her many contributions to the success of East Central University and wishes for her continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in the State of Oklahoma; and

BE IT FURTHER RESOLVED, that this resolution be entered into the official minutes of the **Regional University System of Oklahoma** and a copy, signed by the Chair of the Board, be forwarded to **DR. JANNA BYRD**; and

ADOPTED by the *Regional University System of Oklahoma* on this 13th day of April, 2018.

Mark Stansberry, Chair
Board of Regents of the
Regional University System of Oklahoma

ATTEST:

Regent Connie Reilly, Secretary
Regional University System of Oklahoma

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

RESOLUTION

WHEREAS, DR. ALLEN CORRELL has dedicated his life and devotion to education, community service; and

WHEREAS, DR. CORRELL has served East Central University since 2003 as an instrumental music instructor and director of bands; and

WHEREAS, DR. CORRELL was elevated from assistant professor to associate professor of music at ECU in 2014; and

WHEREAS, DR. CORRELL has taught such courses as conducting, applied trumpet and methods at ECU; and

WHEREAS, DR. CORRELL has been internationally recognized as a Sudler Flag of Honor recipient; and

WHEREAS, DR. CORRELL has been awarded the Governor's Commendation and NBA's Citation for Excellence; and

WHEREAS, DR. CORRELL has served as Oklahoma Music Educators Association Vice-President and Oklahoma Band Association President; and

WHEREAS, DR. CORRELL was inducted into the Oklahoma Bandmasters Hall of Fame in 2005; and

WHEREAS, DR. CORRELL was awarded the Oklahoma Bandmaster Association's Band Director of the Year in 1993; and

WHEREAS, DR. CORRELL has given several presentations on Percy Grainger and is a contributing author to *Grainger the Modernist*; and

WHEREAS, DR. CORRELL served as director of bands at Westmoore High School, 1988-1993; assistant director of bands at Moore High School, 1980-1987; director of bands at Moore West Junior High School, 1982-1984 and director of bands at Highland East Middle School, 1974-1979; and

WHEREAS, DR. CORRELL guided his secondary school bands to 21 Oklahoma Sweepstakes Awards from 1980-2003; and

WHEREAS, DR. CORRELL'S 1990 Westmoore Band was an Oklahoma Music Educators Association Honor Band; and

WHEREAS, DR. CORRELL had nine of his bands capture first-place awards in various nationwide contests in Las Vegas, Kansas City, St. Louis, San Antonio, Houston, Denver and Dallas; and

WHEREAS, DR. CORRELL earned his DMA from the University of Oklahoma where he graduated with honors and was awarded the outstanding dissertation prize in humanities; and

WHEREAS, DR. CORRELL earned his master of music education from the University of Central Oklahoma in 1984 and a bachelor of music education from UCO in 1974; and

WHEREAS, DR. CORRELL has organized and directed community summertime bands in Ada; and

NOW, THEREFORE, BE IT RESOLVED, that the **Regional University System of Oklahoma** bestows upon **DR. ALLEN CORRELL** the honorary title of "**Associate Professor Emeritus of Instrumental Music and Director of Bands**" and extends to him an expression of commendation and appreciation for his many contributions to the success of East Central University and wishes for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in the State of Oklahoma; and

BE IT FURTHER RESOLVED, that this resolution be entered into the official minutes of the **Regional University System of Oklahoma** and a copy, signed by the Chair of the Board, be forwarded to **DR. ALLEN CORRELL**; and

ADOPTED by the **Regional University System of Oklahoma** on this 13th day of April, 2018.

Mark Stansberry, Chair
Board of Regents of the
Regional University System of Oklahoma

ATTEST:

Regent Connie Reilly, Secretary
Regional University System of Oklahoma

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

RESOLUTION

WHEREAS, DR. HUGH TRIBBEY has dedicated his life and devotion to education, community service; and

WHEREAS, DR. TRIBBEY has served East Central University since 1995, first as an instructor of English in the Department of English and Languages; and promoted to assistant professor in 1998; and

WHEREAS, DR. TRIBBEY has taught literature, world religion and creative writing at ECU; and

WHEREAS, DR. TRIBBEY has fields of special interest in composition, creative writing (fiction/theory and poetry/prosody), 19th and 20th Century British and American literature and contemporary critical theory; and

WHEREAS, DR. TRIBBEY was nominated for ECU's Teaching Excellence Award in 1999; and

WHEREAS, DR. TRIBBEY was the recipient of the President's Award in the Arts at ECU in 1998; and

WHEREAS, DR. TRIBBEY received an award for Exceptional Merit for Scholarship and Creative Achievement in both 2010 and 2011; and

WHEREAS, DR. TRIBBEY received the Grant Incentive Award from ECU in 2006; and

WHEREAS, DR. TRIBBEY served as director of ECU's first Scissortail Creative Writing Festival; and

WHEREAS, DR. TRIBBEY has authored six collections of poetry, most recently *Mime Box* and *Day Book*; and

WHEREAS, DR. TRIBBEY had poetry appear in countless publications; and

WHEREAS, DR. TRIBBEY has performed his work at various creative writing festivals and symposiums throughout the country; and

WHEREAS, DR. TRIBBEY received the Edward Walkiewicz Contemporary Studies Award at Oklahoma State University in 1995; and

WHEREAS, DR. TRIBBEY served as a featured authored with Gino Frangello and Jesse Seldess at William Allegrezza's Series "A" Reading in the Hyde Park Art Center in Chicago; and

WHEREAS, DR. TRIBBEY's poem "Reckoning" received honorable mention for the Academy of American Poets Prize and the poem "Greyface" was nominated for the Associated Writing Programs Intro Journals Project; and

WHEREAS, DR. TRIBBEY has served as area chair in Experimental Writing and Aesthetics for the Southwest/Texas Popular Culture Association/American Culture Association; and

WHEREAS, DR. TRIBBEY earned his doctorate in English from Oklahoma State University; M.A. in English from Midwestern State; M.A.T. in education from Oklahoma City University; did graduate work at Phillips Graduate Seminary in 1979; and his received a B.A. cum laude from Phillips University in 1978; and

NOW, THEREFORE, BE IT RESOLVED, that the **Regional University System of Oklahoma** bestows upon **DR. HUGH TRIBBEY** the honorary title of "**Assistant Professor Emeritus of English and Languages**" and extends to him an expression of commendation and appreciation for his many contributions to the success of East Central University and wishes for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in the State of Oklahoma; and

BE IT FURTHER RESOLVED, that this resolution be entered into the official minutes of the **Regional University System of Oklahoma** and a copy, signed by the Chair of the Board, be forwarded to **DR. HUGH TRIBBEY**; and

ADOPTED by the **Regional University System of Oklahoma** on this 13th day of April, 2018.

Mark Stansberry, Chair
Board of Regents of the
Regional University System of Oklahoma

ATTEST:

Regent Connie Reilly, Secretary
Regional University System of Oklahoma



UNIVERSITY OF
Central Oklahoma

University of Central Oklahoma
Edmond, Oklahoma
April 13, 2018

Board of Regents Regional University System of Oklahoma
Landmark Towers
3555 N.W. 58th St., Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of the University of Central Oklahoma are as follows:

I. **Personnel**
A. **Faculty Appointments**

College of Liberal Arts

Dr. Shun Kiang has been appointed as an **Assistant Professor** in the **Department of English**. This is a full-time, tenure-track appointment, effective August 6, 2018.

Dr. Kiang's degrees are: Ph.D (2015), English, Northeastern University, Boston, MA; M.A. (2007), English, Stetson University, DeLand, FL; and B.A. (2003), English, University of Florida, Gainesville, FL.

His professional experiences include: Lecturer (1), Case Western Reserve University, Cleveland, OH; Visiting Assistant Professor (1), Stetson University, DeLand, FL; Assistant Professor (2), Bunker Hill Community College, Boston, MA; Adjunct Instructor (1), Suffolk University, Boston, MA; and Graduate Teaching Assistant (6), Northeastern University, Boston, MA.

Dr. Kiang will be paid an annual salary of \$51,812.

Dr. Karen Manna has been appointed as an **Assistant Professor** in the **Department of Modern Languages**. This is a full-time, tenure-track appointment, effective August 6, 2018.

Dr. Manna's degrees are: Ph.D (2013), French, Johns Hopkins University, Baltimore, MD; M.A. (2008), French, Bryn Mawr College, Bryn Mawr, PA; and B.S. (1998), French, Pennsylvania State University, University Park, PA.

Her professional experiences include: Training and Staff Development Coordinator (0.5), Pioneer Library System, Norman, OK; Assistant Professor (2), University of Central Oklahoma, Edmond, OK; Visiting Assistant Professor (1), The College of Idaho, Caldwell, ID; and Affiliate Assistant Professor (1), Loyola University of Maryland, Baltimore, MD.

Dr. Manna will be paid an annual salary of \$51,111.

Ms. Aisa Pessagno-Delboy has been appointed as a **Lecturer** in the **Department of Modern Languages**. This is a full-time, non-tenure track appointment, effective August 6, 2018.

Ms. Pessagno-Delboy's degrees are: M.A. (2017), Spanish, University of Oklahoma, Norman, OK; and B.S. (2008), Organizational Leadership, Southern Nazarene University, Oklahoma City, OK.

Her professional experiences include: Spanish Teacher (1), Western Oaks Middle School, Oklahoma City, OK; Spanish Teacher (4), Harrah High Schools, Harrah, OK; ESL Teacher (1) and Library Media Assistant (1), Hilldale Elementary School, Oklahoma City, OK; ESL Bilingual Assistant (1), Putnam City School District, Oklahoma City, OK; and Volunteer Teacher (1), Hospital de Enfermedades Neoplásicas, Lima, Perú.

Ms. Pessagno-Delboy will be paid an annual salary of \$35,000.

Dr. Andrew Russo has been appointed as a **Lecturer** in the **Department of Humanities and Philosophy**. This is a full-time, non-tenure track appointment, effective August 6, 2018.

Dr. Russo's degrees are: Ph.D. (2013) and M.A (2009), Philosophy, the University of Oklahoma, Norman, OK; and B.A. (2007), Philosophy, The College of Wooster, Wooster, OH.

His professional experiences include: Adjunct Professor (5), University of Central Oklahoma, Edmond, OK; Lecturer (4), University of Oklahoma, Norman, OK; and Adjunct Professor (0.5), Rose State College, Midwest City, OK.

Dr. Russo will be paid an annual salary of \$40,000.

Mr. Christopher Seaton has been appointed as an Instructor in the Department of

Mass Communication. This is a full-time, tenure-track appointment, effective August 6, 2018.

Mr. Seaton's degrees are: M.A. (2013), Leadership Studies, University of Texas at El Paso, El Paso, TX; B.A. (2008), Communication, Thomas Edison State University, Trenton, NJ; and A.A. (1996), Rose State College, Midwest City, OK.

His professional experiences include: Temporary Instructor (1), University of Central Oklahoma, Edmond, OK; Assistant Director, Public Affairs (2), U.S. Army, Seoul, South Korea; Assistant Director, Public Affairs (2), U.S. Army, Tacoma, Washington; Operations Chief (3), US Army, American Forces Network Europe; and Chief of Public Affairs, 12th Aviation Brigade (2), US Army, Ansbach, Germany.

Mr. Seaton will be paid an annual salary of \$42,230.

Dr. Reid Weber has been appointed as an **Assistant Professor** in the **Department of Humanities and Philosophy**. This is a full-time, tenure-track appointment, effective August 6, 2018.

Dr. Weber's degrees are: Ph.D. (2014), History, University of Florida, Gainesville, FL; M.A. (2007), History, Northern Illinois University, DeKalb, IL; and B.A. (2003), History, Wayne State College, Wayne, NE.

His professional experiences include: Temporary Lecturer (1), University of Central Oklahoma, Edmond, OK; Visiting Assistant Professor (2), Fitchburg State University, Fitchburg, MA; Post-Doctoral Fellow (1), University of Florida, Gainesville, FL; and Adjunct Lecturer (1), Polk State College, Lakeland, FL.

Dr. Weber will be paid an annual salary of \$54,098.76.

College of Mathematics and Science

Ms. Emily Hendryx has been appointed as an **Assistant Professor** in the **Department of Mathematics and Statistics**. This is a full-time tenure-track appointment, effective August 6, 2018.

Ms. Hendryx's degrees are: Ph.D. (expected 2018) and M.A. (2015), Computational and Applied Mathematics, Rice University, Houston, TX; and B.S. (2012), Mathematics, Angelo State University, San Angelo, TX.

Her professional experiences include: Teaching Assistant (2), Rice University, Houston, TX; and Presentation Coach (3), Angelo State University, San Angelo, TX.

Ms. Hendryx will be paid an annual salary of \$58,221.

Dr. Matthew Parks has been appointed as an **Assistant Professor** in the **Department of Biology**. This is a full-time tenure-track appointment, effective August 6, 2018.

Dr. Parks' degrees are: Ph.D. (2011), Botany and Plant Pathology, Oregon State University, Corvallis, OR; M.S. (2001), Botany, University of Idaho, Moscow, ID; and B.S. (1994), Biology, Washington University, St. Louis, MO.

His professional experiences include: Postdoctoral Researcher (3), Chicago Botanic Garden, Chicago, IL; Research Fellow (3), Griffith University, Brisbane, QLD Australia; Postdoctoral Scholar (1) and Research Assistant (4), Oregon State University, Corvallis, OR; Lecturer (5), Associate Curator (5), and Teaching Assistant (3), University of Idaho, Moscow, ID.

Dr. Parks will be paid an annual salary of \$60,669.

Dr. Stephanie Skiles has been appointed as an **Assistant Professor** in the **Department of Chemistry**. This is a full-time tenure-track appointment, effective August 6, 2018.

Dr. Skiles' degrees are: Ph.D. (2014), Chemistry, Texas A&M University, College Station, TX; and B.S. (2009) Chemistry and Biology, Wayland Baptist University, Plainview, TX.

Her professional experiences include: Lecturer (1) and Visiting Assistant Professor (2), University of Central Oklahoma, Edmond, OK; Lecturer (1), Graduate Assistant Researcher (6), and Teaching Assistant (6), Texas A&M University, Lubbock, TX; Welch Undergraduate Research Fellow (2) and Laboratory Assistant (3), Wayland Baptist University, Plainview, TX.

Dr. Skiles will be paid an annual salary of \$58,003.

B. Temporary Faculty Appointments

The following have been hired as temporary faculty for the 2018-2019 academic year:

1) Artist-in-Residence

College of Fine Arts and Design

Dr. Valery Kuleshov

Music

College of Liberal Arts

Mr. Joe Hight

Mass Communication

2) Temporary Lecturer

College of Fine Arts and Design

Mr. Robert Derrick

Academy of Contemporary Music

Mr. Danny Hargis

Academy of Contemporary Music

College of Liberal Arts

Ms. Melissa Shelton

Humanities and Philosophy

Mr. Christopher Weigand

Humanities and Philosophy

C. Resignations

Dr. Matthew Leon, Assistant Professor in the **Department of Management**, has resigned, effective May 8, 2018. Dr. Leon has served the University of Central Oklahoma in a full-time capacity since 2016.

Ms. Melanie Parry, Lecturer in the **Department of Modern Languages**, has resigned, effective May 8, 2018. Ms. Parry has served the University of Central Oklahoma in a full-time capacity since 2014.

D. Retirements with Resolution

Dr. Saba Bahouth, Professor in the **Department of Information Systems & Operations Management**, will retire his position, effective May 8, 2018. Dr. Bahouth has served the University of Central Oklahoma in a full-time capacity since 1989.

Dr. Richard Bernard, Professor of **History** and **Dean of the Jackson College of Graduate Studies**, will retire his position, effective June 30, 2018. Dr. Bernard has served the University of Central Oklahoma in a full-time capacity since 2008.

Dr. John Bowen, Professor in the **Department of Chemistry**, will retire his position, effective June 1, 2018. Dr. Bowen has served the University of Central Oklahoma in a full-time capacity since 2000.

Dr. Donna Carlon, Professor in the **Department of Marketing**, will retire her position, effective June 1, 2018. Dr. Carlon has served the University of Central Oklahoma in a full-time capacity since 2001.

Dr. William Hickman, Professor in the **Department of Mass Communication**, will retire his position, effective June 1, 2018. Dr. Hickman has served the University of

Central Oklahoma in a full-time capacity since 1997.

Dr. V. Sivarama Krishnan, Professor in the **Department of Finance**, will retire his position, effective May 1, 2018. Dr. Krishnan has served the University of Central Oklahoma in a full-time capacity since 2007.

II. Executive Summary of Awards

Following are the new contracts that have been awarded since the last Board Letter:

February 2018

IPC Sanctioning UCO Endeavor Games, \$1,800

US Olympic Committee

6/7/2018 – 6/10/2018

Leigha Pemberton, Wellness Center

This grant will provide funds to cover the cost of travel, meals and accommodation for the IPC Technical Delegate during the UCO Endeavor Games.

UCO Melton Legacy Collection: Assessment of the Conservation Treatment Needs, \$6,000

National Endowment for the Humanities

1/1/2018 – 12/31/2018

CFDA# 45.149

Shikoh Shiraiwa, Max Chambers Library

This grant will supply funding for two conservators to assess a collection of 62 European and American works of art and provide a recommendation for the conservation treatment of these works. Faculty and students would also participate in conservation workshops offered by the conservators.

INBRE Carryforward Funds for Equipment, \$20,000

OK INBRE (Pass-through OUHSC)

12/28/2017 – 4/30/2018

CFDA# 93.859

Melville Vaughn, College of Math and Science

This grant will supply funding for the purchase equipment used in lung cancer treatments: 10 CIRS Plastic Water Slabs and associated sensors, a Bio Tek 800 TS Absorbance Reader, a Benchmark Scientific Incu-Shaker Mini and a VWR Benchtop Densitometer Turbidimeter.

2018 Statewide Seat Belt & Child Restraint Surveys, \$83,694

Oklahoma Highway Safety Office

3/1/2018 – 9/30/2018

CFDA# 20.600

This award provides funding for UCO's Department of Adult Education and Safety Sciences to conduct a "Seat Belt Use Survey" under an agreement with the Oklahoma Highway Safety Office. UCO will also conduct a 2018 survey of the use of child restraint devices for the Oklahoma Highway Safety Office.

III. Purchases for Approval

A. The UCO Psychology Counseling Clinic requests to obligate funds for FY2018 to update the audio-visual equipment as follows:

Ford Audio-Visual Systems, LLC	\$159,590.00
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Source: Course Fee Colleges/Departments.....	\$159,590.00
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B. The Office of Information Technology requests to obligate funds over the next three years to implement a Virtual Desktop Infrastructure (VDI) as follows:

Year 1	\$186,034.00
Year 2	\$140,142.00
Year 3	\$100,000.00

Source: E&G.....	\$426,176.00
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C. The Office of Information Technology requests to obligate funds for FY2019 for annual hardware and software licenses and maintenance as follows:

Ellucian	\$600,000.00
Desire2Learn (D2L Learning Management)	\$330,000.00
Oracle	\$305,000.00
Microsoft EES	\$165,000.00

Source: E&G.....	\$1,400,000.00
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Annual maintenance and support for UCO's technology infrastructure	\$275,000.00
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Source: Fiscal Operations	\$275,000.00
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D. UCO Customized Education requests to obligate funds for FY2018 and FY2019 for the purchase of office, classroom, break area, collaborative area, KUCO programmatic area, and STEMcubator furniture for the renovated facility located at 1 Santa Fe Plaza as follows:

Source: E&G and Academic Affairs Course Fees.....	not to exceed \$399,000.00
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IV. Informational Items from Purchasing

A. Cory's Audio Visual Services: Sound Equipment

Source: E&G\$74,785.00

V. Request to Transfer Funds

UCO requests a transfer of Fund 290 operating funds to Fund 295 in the amount of \$880,000. The current operating budget includes this amount designated for major renovation and construction using Educational and General Funds. In order to make the funds available for long-term projects that run past fiscal year operations, we request the transfer to the fund established by the OSRHE for capital projects-Fund 295.

ACM Fourth Floor Restroom renovation

Source: E&G.....\$90,000.00

College of Education and Professional Studies Allied Health study

Source: Facility Fees.....\$50,000.00

College of Business Restrooms, Phase 1 and Phase 2

Source: Facility Fees.....\$650,000.00

Student Affairs, Nigh University Center First Floor Rooms 121,124

Source: Enrollment Management Fees.....\$5,000.00

Source: E&G.....\$60,000.00

College of Education HES Central Station Engineering study

Source: Facility Fees.....\$25,000.00

Total\$880,000.00

Don Betz
President

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. SABA BAHOUTH, Professor in the Department of Information Systems & Operations Management has served the University of Central Oklahoma with honor and distinction for a period of twenty-nine years; and

WHEREAS, DR. SABA BAHOUTH, will retire on May 8th, 2018; and

WHEREAS, DR. SABA BAHOUTH, having served the University of Central Oklahoma for twenty-nine years, has shared his talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; his contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and his dedication to the University of Central Oklahoma is evidenced by his service on various Departmental, College, and University councils and committees.

WHEREAS, DR. SABA BAHOUTH's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. SABA BAHOUTH,** the honorary title of "**Emeritus Professor of Information Systems & Operations Management**" and extends to him an expression of commendation and appreciation for his contribution to the success of the University of Central Oklahoma, and wish for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. SABA BAHOUTH.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. RICHARD BERNARD, Professor of History and Dean of the Jackson College of Graduate Studies has served the University of Central Oklahoma with honor and distinction for a period of eleven years; and

WHEREAS, DR. RICHARD BERNARD, will retire on June 30th, 2018; and

WHEREAS, DR. RICHARD BERNARD, having served the University of Central Oklahoma for eleven years, has shared his talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; his contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and his dedication to the University of Central Oklahoma is evidenced by his service on various Departmental, College, and University councils and committees.

WHEREAS, DR. RICHARD BERNARD's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. RICHARD BERNARD,** the honorary title of "**Emeritus Professor of History and Dean of the Jackson College of Graduate Studies**" and extends to him an expression of commendation and appreciation for his contribution to the success of the University of Central Oklahoma, and wish for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. RICHARD BERNARD.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. JOHN BOWEN, Professor in the Department of Chemistry, has served the University of Central Oklahoma with honor and distinction for a period of eighteen years; and

WHEREAS, DR. JOHN BOWEN, will retire on June 1st, 2018; and

WHEREAS, DR. JOHN BOWEN, having served the University of Central Oklahoma for eighteen years, has shared his talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; his contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and his dedication to the University of Central Oklahoma is evidenced by his service on various Departmental, College, and University councils and committees.

WHEREAS, DR. JOHN BOWEN's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. JOHN BOWEN,** the honorary title of "**Emeritus Professor in Chemistry**" and extends to him an expression of commendation and appreciation for his contribution to the success of the University of Central Oklahoma, and wish for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. JOHN BOWEN.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. DONNA CARLON, Professor in the Department of Marketing, has served the University of Central Oklahoma with honor and distinction for a period of seventeen years; and

WHEREAS, DR. DONNA CARLON, will retire on June 1st, 2018; and

WHEREAS, DR. DONNA CARLON, having served the University of Central Oklahoma for seventeen years, has shared her talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; her contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and her dedication to the University of Central Oklahoma is evidenced by her service on various Departmental, College, and University councils and committees.

WHEREAS, DR. DONNA CARLON's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. DONNA CARLON,** the honorary title of "**Emeritus Professor of Marketing**" and extends to her an expression of commendation and appreciation for her contribution to the success of the University of Central Oklahoma, and wish for her continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. DONNA CARLON.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. WILLIAM HICKMAN, Professor in the Department of Mass Communication has served the University of Central Oklahoma with honor and distinction for a period of twenty-one years; and

WHEREAS, DR. WILLIAM HICKMAN, will retire on June 1st, 2018; and

WHEREAS, DR. WILLIAM HICKMAN, having served the University of Central Oklahoma for twenty-one years, has shared his talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; his contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and his dedication to the University of Central Oklahoma is evidenced by his service on various Departmental, College, and University councils and committees.

WHEREAS, DR. WILLIAM HICKMAN's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. WILLIAM HICKMAN,** the honorary title of "**Emeritus Professor in Mass Communication**" and extends to him an expression of commendation and appreciation for his contribution to the success of the University of Central Oklahoma, and wish for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. WILLIAM HICKMAN.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

RESOLUTION

WHEREAS, DR. V. SIVARAMA KRISHNAN, Professor in the Department of Finance has served the University of Central Oklahoma with honor and distinction for a period of eleven; and

WHEREAS, DR. V. SIVARAMA KRISHNAN, will retire on May 1st, 2018; and

WHEREAS, DR. SIVARAMA KRISHNAN, having served the University of Central Oklahoma for eleven years, has shared his talents and knowledge with countless students and has assisted and inspired them in a variety of career areas; his contributions to the profession of education have been evidenced through memberships in numerous professional organizations; and his dedication to the University of Central Oklahoma is evidenced by his service on various Departmental, College, and University councils and committees.

WHEREAS, DR. V. SIVARAMA KRISHNAN's many years of dedicated service deserve special recognition:

NOW, THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **DR. V. SIVARAMA KRISHNAN,** the honorary title of "**Emeritus Professor in Finance**" and extends to him an expression of commendation and appreciation for his contribution to the success of the University of Central Oklahoma, and wish for his continued health and happiness, and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in our State; and

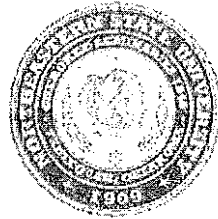
BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chairman of the Board, be forwarded to **DR. V. SIVARAMA KRISHNAN.**

ADOPTED by the Regional University System of Oklahoma this **13th day of April, 2018.**

Mark Stansberry, Chairman
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary



NORTHEASTERN STATE UNIVERSITY
OFFICE of the PRESIDENT

March 16, 2018

Regional University System of Oklahoma
3555 N.W. 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Northeastern State University are as follows:

I. PERSONNEL

A. RETIREMENTS WITH RESOLUTIONS

Dr. Kenneth Jones, Jr., Assistant Professor of Management in the College of Business and Technology, has announced his retirement effective May 1, 2018. He has been employed since January 2002.

Dr. Linda Wilson, tenured Professor of Curriculum and Instruction in the College of Education has announced her retirement, effective July 1, 2018. She has been employed since August 2004.

B. SABBATICAL LEAVE

Dr. Virginia Whitekiller, Professor of Social Work in the College of Liberal Arts, has been granted a sabbatical leave for the 2018-2019 academic year. Dr. Whitekiller will conduct research with Native American populations in Canada, focusing on cultural resilience theory and its application to the Aboriginal peoples in Canada. Dr. Whitekiller has served NSU in a full-time capacity since 2001.

C. RESIGNATIONS

Dr. Christopher Collins, Assistant Professor of Psychology & Counseling in the College of Education has submitted his resignation effective July 31, 2018. He has been employed since August 2016.

Dr. Herbert Clark Gibson, Assistant Professor of Music in the College of Liberal Arts has submitted his resignation effective August 1, 2018. He has been employed since August 2015.

Dr. Claudia (Howell) Weese, Assistant Professor of Psychology & Counseling in the College of Education has submitted her resignation effective May 4, 2018. She has been employed since August 2016.

D. NON-REAPPOINTMENTS

Dr. Andrew Aken has been notified of non-renewal prior to March 1, 2018. He has been serving as Assistant Professor of Information Systems.

Dr. Emily Bruce, has been notified of non-renewal prior to March 1, 2018. She has been serving as Assistant Professor of Optometry.

Dr. Gregory Meyer has been notified of non-renewal prior to March 1, 2018. He has been serving as Assistant Professor of Psychology and Counseling.

E. PROMOTION IN RANK

The following faculty members are recommended for advancement in rank effective with the beginning of the 2018 fall semester. The faculty listed have been recommended by the respective College Dean and the Provost:

College of Business & Technology

Dr. Benjamin Ofili	Associate Professor to Professor
Dr. Mai Anh VuTran	Assistant Professor to Associate Professor

College of Education

Dr. Christina Branham	Assistant Professor to Associate Professor
Dr. Kelli Carney	Assistant Professor to Associate Professor
Dr. James (Jim) Ferrell	Assistant Professor to Associate Professor
Dr. Lucinda (Cindi) Fries	Assistant Professor to Associate Professor
Dr. Marilon Morgan	Associate Professor to Professor
Dr. Mary Waters-Bilbo	Assistant Professor to Associate Professor

College of Liberal Arts

Dr. Brett Fitzgerald	Assistant Professor to Associate Professor
Dr. Kendra Zoellner	Assistant Professor to Associate Professor
Dr. Brian Cowlshaw	Associate Professor to Professor
Mr. Richard (Scott) Pursley	Assistant Professor to Associate Professor
<i>(Reviewed in the College of Education because his spouse is Interim Dean of the College of Liberal Arts.)</i>	
Dr. Andrew Vassar	Associate Professor to Professor
Dr. Hsin-I (Sydney) Yueh	Assistant Professor to Associate Professor

College of Science and Health Professions

Dr. Rad Alrifai	Associate Professor to Professor
Dr. Christopher Burba	Associate Professor to Professor
Dr. Suneeti Jog	Assistant Professor to Associate Professor
Dr. Jessica Martin	Associate Professor to Professor
Dr. Michael Shaughnessy	Associate Professor to Professor

Oklahoma College of Optometry

Dr. Jonathan Hatley	Assistant Professor to Associate Professor
Dr. Joseph Shetler	Assistant Professor to Associate Professor
Dr. Alissa Proctor	Associate Professor to Professor

F. TENURE

The following faculty members are recommended for tenure effective with the beginning of the 2018 fall semester.

<u>Name</u>	<u>Appointment Date</u>	<u>Academic Area</u>
<u>College of Education</u>		
Dr. Christina Branham	August 2012	Psychology & Counseling
Dr. Kelli Carney	August 2012	Educational Leadership
Dr. James (Jim) Ferrell	August 2012	Educational Leadership
Dr. Lucinda (Cindi) Fries	August 2012	Educational Leadership
Dr. Mary Waters-Bilbo	August 2012	Psychology & Counseling

College of Liberal Arts

Mr. Richard (Scott) Pursley	August 2012	Art & Drama
<i>(Reviewed in the College of Education because his spouse is Interim Dean of the College of Liberal Arts.)</i>		
Dr. Hsin-I (Sydney) Yueh	August 2012	Communications

College of Science & Health Professions

Dr. Suneeti Jog	January 2013	Natural Science
Dr. Michael Shaughnessy	January 2014	Natural Science

Oklahoma College of Optometry

Dr. Jonathan Hatley	August 2012	Optometry
Dr. Joseph Shetler	August 2012	Optometry

G. REAPPOINTMENT OF TENURE TRACK FACULTY DURING PROBATIONARY PERIOD.

In accordance with Board policy, the following persons will be retained on a tenure track basis for the 2018-2019 academic year.

Dr. James Adams	Assistant Professor	Music
Dr. Samuel Asante	Assistant Professor	Psychology & Counseling

Dr. Alesha Baker	Assistant Professor	Educational Leadership
Dr. Sherry Been	Assistant Professor	Curriculum & Instruction
Dr. Edwin Bellman	Assistant Professor	Technology
Dr. Samantha Benn-Duke	Assistant Professor	Curriculum & Instruction
Dr. Tara Brown	Assistant Professor	Optometry
Dr. Christopher Carver	Assistant Professor	Psychology & Counseling
Dr. Maria Christian	Assistant Professor	Educational Leadership
Dr. Cassandra Crawford- Ciglar	Associate Professor	Nutritional Science
Dr. Anna De Vault	Assistant Professor	English
Dr. Joseph Farmer	Instructor	English
Dr. Heather Fenton	Assistant Professor	Nursing
Dr. Luke Foster	Assistant Professor	Mathematics
Dr. Jari Frazier	Assistant Professor	Optometry
Ms. Dee Ann Gerlach	Assistant Professor	Health and Kinesiology
Dr. Sanchari Ghosh	Assistant Professor	Economics
Dr. Nathan Green	Assistant Professor	Chemistry
Dr. Beth Green-Nagle	Assistant Professor	Spanish
Dr. Andre' Diane Hammons	Assistant Professor	Criminal Justice
Dr. Tiffanie Hardbarger	Assistant Professor	American Indian Studies
Dr. Richard Hasenauer	Assistant Professor	Math & Computer Science
Ms. Jericho Hobson	Assistant Professor	Teacher Education
Dr. Janaki Iyer	Assistant Professor	Biology
Dr. Jonathan Janzen	Assistant Professor	Optometry
Dr. Alexis Jones	Assistant Professor	Medical Lab Science
Dr. Sharon Jones	Assistant Professor	Speech Language Path
Dr. Halil Kaya	Associate Professor	Finance
Dr. Kyeorda Kemp	Assistant Professor	Biology
Dr. Moosong Kim	Assistant Professor	Health & Kinesiology
Dr. Sung-Kun (Sean) Kim	Associate Professor	Chemistry
Dr. Farina King	Assistant Professor	History
Dr. Johnny Mark Kirk	Assistant Professor	Psychology & Counseling
Dr. Matthew Krein	Assistant Professor	Optometry
Dr. Sarah Krein	Assistant Professor	Optometry
Dr. Karl Kruczek	Assistant Professor	Mathematics
Dr. Nicole Lasky	Assistant Professor	Criminal Justice
Dr. Jodi Legnon	Assistant Professor	Teacher Education
Dr. Sarah Lowman	Assistant Professor	Spanish
Dr. Diana Mashburn	Assistant Professor	Nursing
Dr. Ingrid Massey	Assistant Professor	Reading
Dr. Justin McBride	Assistant Professor	English
Dr. John McIntosh	Assistant Professor	Geography
Dr. Elizabeth Melles	Assistant Professor	Psychology & Counseling
Mr. Christopher Murphy	Assistant Professor	English
Dr. Whitney Myers	Assistant Professor	Music
Dr. Nayyer Naseem	Assistant Professor	Marketing
Dr. Susan Patrick	Assistant Professor	Curriculum and Instruction
Dr. Sarah Ramsey	Assistant Professor	Curriculum & Instruction
Dr. Mitchell Ricketts	Associate Professor	Safety Management
Dr. Sallie Ruskoski	Assistant Professor	Medical Lab Science
Dr. David Simpson	Assistant Professor	Optometry
Dr. Benjamin Smith	Assistant Professor	English
Dr. Irina Strout	Assistant Professor	English

Dr. Candessa Tehee	Assistant Professor	American Studies
Dr. Tracy Thompson	Assistant Professor	Teacher Education
Dr. Sarah Turner McGowen	Assistant Professor	Communications
Dr. Ricky Wallace	Associate Professor	HCA
Dr. Christopher Weaver	Assistant Professor	Geography
Dr. Arthur Wendorf, II	Assistant Professor	Spanish
Dr. Neal Whittle	Assistant Professor	Optometry
Dr. Lauren Wright	Assistant Professor	Criminal Justice
Dr. Naixue (Neal) Xiong	Associate Professor	Math/CS
Dr. Min-Chi Yan	Assistant Professor	Curriculum and Instruction

H. REAPPOINTMENT OF NON-TENURE TRACK FACULTY

I recommend the following faculty for reappointment on a non-tenure track basis for the 2018-2019 academic year.

Dr. Erica Argyropoulos	Instructor	Library Services
Ms. Margaret Bates	Instructor	Occupational Therapy
Mr. Troy Bender	Instructor	Physician Asst. Studies
Ms. Dana Boren-Boer	Instructor	Media Studies
Ms. Vickie Brown-Racy	Instructor	Human & Family Sciences
Ms. Kimberly Church	Instructor	Teacher Education
Ms. Samantha Clifford	Instructor	Library
Ms. Jameie Combs	Instructor	Curriculum and Instruction
Ms. Sydney Dorrough	Instructor	Occupational Therapy
Ms. Sheila Fritts	Instructor	H&K
Ms. Tonya Garrett	Instructor	Teacher Education
Dr. Stephen Grissom	Instructor	Psychology & Counseling
Ms. Jarilyn Haney	Instructor	Special Education
Mr. Benjamin Hay	Instructor	Music
Ms. Sylvia Nitti Hunter	Instructor	Art
Ms. Lindsey Ince	Instructor	Nutritional Sciences
Ms. Dianne Kirk	Instructor	Medical Lab Science
Mr. Wyman Kirk	Instructor	Cherokee
Ms. Amber Long	Instructor	Nutritional Sciences
Dr. Judith Melvin	Professor	Occupational Therapy
Ms. Garnet Nowell	Instructor	Library Services
Ms. Lara Searcy	Instructor	English
Mr. Karl Siewert	Instructor	Library Services
Ms. Bianca Smith	Instructor	Library Services
Ms. Kelley (Frost) Sky Eagle	Instructor	Nutritional Sciences
Dr. Sara Sloan	Instructor	Biology
Mr. Chad Stangl	Instructor	Health and Kinesiology
Ms. Sophia Beverley Threatt	Instructor	Library Services
Mr. Daniel Wengerd	Instructor	Occupational Therapy

I. REAPPOINTMENT OF NON-TENURED (FACULTY) AFTER SEVEN YEARS

In compliance with personnel policies of the Board concerning employment of non-tenured faculty beyond seven years, I recommend approval to continue employment of the following faculty during the **2018-2019** academic year.

Mr. Grant Alexander	Assistant Professor	Information Systems
Ms. Beth Bowin	Instructor	Psychology & Counseling
Dr. Ron Cambiano	Assistant Professor	Education
Ms. Sharon Clevenger Baldridge	Instructor	English
Ms. Carolyn Cox	Instructor	Social Work
Mr. Lyle Deiter	Instructor	English
Ms. Margaret Dobbs	Instructor	Health and Kinesiology
Ms. Cassie Freise	Instructor	Mass Communication
Ms. Barbara Fuller	Instructor	Teacher Education
Mr. Christopher Garland	Instructor	Social Work
Ms. Kendra Haggard	Instructor	English
Ms. Toni Hail	Instructor	Social Work
Ms. Deborah Hyde	Instructor	General Physical Science
Ms. Rhea Kaltenbach	Instructor	Health and Kinesiology
Ms. Deborah Lee	Instructor	Accounting
Ms. Sandra Martin	Instructor	Library Services
Ms. Misty Megee	Instructor	Mathematics
Mr. Brandon Oberg	Instructor	Library Services
Ms. Nancy Paulie	Instructor	Mathematics
Dr. Ronald Petty	Assistant Professor	Marketing
Dr. Amy L Proctor	Instructor	Criminal Justice
Mr. Steven Rice	Instructor	Computer Science
Mr. Thomas Rink	Instructor	Library Services
Ms. Susan Semrow	Instructor	English
Mr. William Thompson	Assistant Professor	Hospitality & Tourism Mgmt
Mr. Darren Tobey	Instructor	Library Services
Ms. Vicki Spencer	Instructor	Accounting
Ms. Sheree Whiteside	Instructor	Human Family Services
Ms. Sarah Whittle	Instructor	Library Services
Dr. Weijia Zhu	Instructor	Physics

J. STATUS OF TEMPORARY FACULTY

The following temporary faculty members will complete their one-year contract at the end of the 2017-2018 academic year.

Ms. Deborah Al Rawi	Instructor	Speech Language Path
Mr. Corbin Brown	Instructor	Art
Dr. Saunya Smith Burkhart	Assistant Professor	Optometry
Ms. Lisa Czlonka	Instructor	Management
Dr. Richard Castillo	Professor	Optometry

Ms. Tricia Diaville	Instructor	Communication
Dr. Rebekah Doyle	Instructor	Criminal Justice
Dr. Ryan Fenska	Assistant Professor	Optometry
Ms. Susan Garrett	Instructor	Speech Language Path
Mr. Joshua Graff	Instructor	Mathematics
Mr. Timothy Laquerre	Instructor	Information Technology
Dr. John Lindsay	Assistant Professor	Optometry
Ms. Kimberly Loy	Instructor	Health & Kinesiology
Ms. Autumn Mahaney	Instructor	Speech Language Path
Mr. Raymond Murphy	Instructor	Economics
Mr. Jason Nichols	Instructor	Political Science
Mr. Jon Olive	Instructor	Health Care Administration
Dr. April Parker	Assistant Professor	Optometry
Dr. Brent Roberts	Assistant Professor	Optometry
Dr. Bret Seamons	Assistant Professor	Optometry
Dr. Nicole Stout	Assistant Professor	Optometry
Dr. Heidi Thoden	Associate Professor	Optometry
Dr. James Tibbits	Instructor	Speech Language Path
Ms. Amber Whisenhunt	Instructor	Accounting
Dr. Jessica White	Assistant Professor	Optometry
Dr. Andrew Young	Assistant Professor	Optometry
Dr. Bryan Young	Assistant	Optometry

II. GRANTS AND CONTACTS

The University has received notification of funding for the following proposals:

Immersive and Innovative Mentoring \$35,000.00

A grant from the U. S. Department of Health. Funds help to meet the primary goal of the grant which is increased knowledge of student learning with focus on inquiry-based learning in the core area of science through the use of emerging technologies. The project directors are Dr. Vanessa Anton, Dr. Pamela Christol and Ms. Barbara Fuller.

Confucius Institute 2018 \$9,000.00

A grant from University of Beijing through the University of Oklahoma. Funding will enhance understanding and friendship between the young people of China and the United States by sponsoring the teaching and learning of Chinese language and culture. The project directors are Dr. Eloy Chavez.

Total of Grants and Contracts \$44,000.00

Respectfully submitted,



Steve Turner, Ph.D.
President

Regional University System of Oklahoma

RESOLUTION

WHEREAS, Dr. Kenneth Jones will retire as Assistant Professor of Management at Northeastern State University on May 1, 2018; and

WHEREAS, Dr. Jones has served faithfully and honorably on the Northeastern State University faculty for sixteen years in several College of Business and Technology departments, working with colleagues to create, promote, and grow the Supply-Chain Management Degree; and

WHEREAS, Dr. Jones has many contributions which benefitted students, colleagues, the university, the community, and the area's industry and alumni. These contributions include developing internships, placing hundreds of students with area organizations and industry, and partnering to create certificate programs, industry-designed curriculum, and industry councils; and

WHEREAS, Dr. Jones demonstrated outstanding leadership and scholarship through membership in professional associations and presentations for state and national organizations including the Academy of Management, Oklahoma Institute for Research and Planning, Accreditation Council for Business School and Programs, American Marketing Association, Junior Achievement of Oklahoma, and Institute for Supply Management; and

WHEREAS, Dr. Jones led the Information Systems and Technology Department in the creation and delivery of its first online and blended classes; he also developed faculty teams who worked with NSU alumni and industry leaders to design, create, and deliver classes to prepare STEM and business majors in the soft skills which are crucial to job placement and industry success; and

WHEREAS, Dr. Jones served the university in the development of the American Democracy Project's solution for annual reporting systems; and partnered with the NSU Foundation in fundraising efforts yielding thousands of dollars for scholarship programs benefitting students across the institution; and

WHEREAS, Dr. Jones is an active scholar and committed teacher who supports the work of students and colleagues by advising honors student research projects, Undergraduate Research Day projects, and student-led presentation teams. He has multiple publications in peer-reviewed venues, and many noteworthy contributions to Chamber of Commerce offices in Tahlequah and Broken Arrow. He created volunteer programs with Junior Achievement of Oklahoma, engaging student volunteers with public schools and executive industry boards; and

WHEREAS, through his commitment to the highest ideals of his profession, Dr. Jones is deserving of special recognition for the influence he has had on NSU, his colleagues, school educators, business majors, and the children and families of our state and nation; and

NOW THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **Dr. Kenneth Jones** the honorary title of "**Assistant Professor Emeritus of Management**" and extends to him an expression of commendation and appreciation for his contributions to the success of Northeastern State University and wish for his continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably as an educator for the students of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, and forwarded to Dr. Kenneth Jones in Broken Arrow, Oklahoma.

ADOPTED by the Regional University System of Oklahoma this 13th day of April, 2018.

Regent Mark A. Stansberry, Chair
Regional University System of Oklahoma

ATTEST:

Regent Connie Reilly, Secretary
Regional University System of Oklahoma

Regional University System of Oklahoma

RESOLUTION

WHEREAS, Dr. Linda Henshall Wilson will retire as Professor of Elementary Education at Northeastern State University on June 30, 2018; and

WHEREAS, Dr. Wilson has served faithfully and honorably in higher education for twenty years and served Oklahoma students in public schools for twenty years; and

WHEREAS, Dr. Wilson supervised over eighty first year teachers through the Resident Teacher Program and served on thirteen committees mentoring junior university faculty members; and

WHEREAS, Dr. Wilson was selected as a Fellow to study and research at the Fred W. Smith National Library for the Study of George Washington; and

WHEREAS, Dr. Wilson's creativity in teaching earned her recognition by the Oklahoma DaVinci Institute as a Higher Education Faculty Fellow; and

WHEREAS, Dr. Wilson collaborated with news anchors at the News on Six to complete over ninety educational news segments viewed by over 100,000 homes each week; and collaborated with the Oklahoma State University Library to develop lesson plans based on the lives of the women who have served in the Oklahoma Legislature; and

WHEREAS, Dr. Wilson is certified as an International Learning Styles Instructor and created learning styles manipulatives in French, Japanese, Choctaw, Navajo, Chinese, and German; and

WHEREAS, Dr. Wilson is an active scholar and committed teacher who supports the work of students and colleagues, has many noteworthy publications such as *Teaching 201: Traveling Beyond the Basics*, and *How Student Really Learn: Instructional Strategies that Work*, and developed state, national, and international curricula; and

WHEREAS, through her commitment to the highest ideals of her profession, Dr. Wilson is deserving of special recognition for the influence she has had on NSU, her colleagues, elementary school educators, elementary teacher education majors, and the children and families of our state and nation; and

NOW THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **Dr. Linda Henshall Wilson** the honorary title of "**Professor Emeritus of Elementary Education**" and extends to her an expression of commendation and appreciation for her contributions to the success of Northeastern State University and wish for her continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably as an educator for the students of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, and forwarded to Dr. Linda Henshall Wilson in Collinsville, Oklahoma.

ADOPTED by the Regional University System of Oklahoma this 13th day of April, 2018.

Regent Mark A. Stansberry, Chair
Regional University System of Oklahoma

ATTEST:

Regent Connie Reilly, Secretary
Regional University System of Oklahoma

OFFICE OF THE PRESIDENT

March 29, 2018

Regional University System of Oklahoma
3555 N.W. 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Northwestern Oklahoma State University are as follows:

I. PERSONNEL

A. Faculty Appointments

School of Education

Dr. Tracy Beedy, has been appointed Assistant Professor of Agriculture in a permanent full-time position. Her appointment is effective August 14, 2018, through May 10, 2019, at an academic salary rate of \$48,635.

Dr. Beedy holds a Bachelor of Science degree in Agronomy (1982) and a Master of Science degree in Soil Science (2000), both from Texas A&M University, College Station, Texas; a Master of Science degree in Agricultural Economics (2005) and a Doctor of Philosophy degree in Crop & Soil Sciences (2011), both from Michigan State University, East Lansing, Michigan.

Her previous work experience includes: Assistant Professor of Agri-Business (1) Oklahoma Panhandle State University, Goodwell, Oklahoma; Area Research & Extension Specialist (2) Oklahoma State University (Oklahoma Cooperative Extension

Northwestern Oklahoma State University

Services), Goodwell, Oklahoma; Adjunct Professor, School of Mathematics and Science (2) Wayland Baptist University, Lubbock, Texas; and Soil Scientist (4), World Agroforestry Center, Nairobi, Kenya.

Dr. Jason Ferrell, has been appointed Assistant Professor of Psychology in a permanent full-time position. His appointment is effective August 14, 2018, through May 10, 2019, at an academic salary rate of \$48,500.

Dr. Ferrell holds a Bachelor of Science degree in Psychology (2009) and a Master of Science degree in Psychology (2011), both from the University of Central Oklahoma, Edmond, Oklahoma; and a Doctor of Philosophy degree in Psychology (2017) from the University of Texas, Austin, Texas.

His previous work experience includes: Adjunct Professor/Visiting Assistant Professor of Psychology (3) St. Edwards University, Austin, Texas; Instructor of Psychology (2) University of Texas, Austin, Texas; and Instructor of Psychology (2) University of Central Oklahoma, Edmond, Oklahoma.

B. Request for Board Approval of Faculty Appointment

Allison Cunningham Zimmerman, Instructor of Communication, has been employed at Northwestern in a temporary position for the past four (4) academic years.

Because Allison Cunningham Zimmerman is the daughter of Northwestern President Janet Cunningham, we request Board approval of Ms. Zimmerman's temporary one-year appointment for the 2018-19 academic year. If approved by the Board, the appointment is effective August 17, 2018, through May 10, 2019, at an academic salary rate of \$33,788.

Ms. Zimmerman holds a Bachelor of Science degree in Mass Communications (2009) from Northwestern Oklahoma State University, Alva, Oklahoma and a Master of Science degree in

Northwestern Oklahoma State University

Mass Communications Media Management (2011) from Oklahoma State University, Stillwater, Oklahoma.

Ms. Zimmerman will not be in President Cunningham's chain of command for employment, salary, or evaluation purposes.

C. Promotion in Rank

The following faculty members have been recommended for promotion in rank effective with their appointment dates for the 2018-2019 academic year. They have been recommended for promotion by the School Dean and the Vice President for Academic Affairs.

School of Arts and Sciences

<u>Name</u>	<u>Department</u>	<u>From</u>	<u>To</u>
Dr. Mary Riegel	Mathematics	Assistant	Associate
Dr. Jason Wickham	Chemistry	Associate	Professor

School of Education

<u>Name</u>	<u>Department</u>	<u>From</u>	<u>To</u>
Dr. Joshua Hawkins	Education	Instructor	Assistant
Dr. Leigh Kirby	Psychology	Instructor	Assistant
Dr. Steven Mackie	Education	Associate	Professor

School of Professional Studies

<u>Name</u>	<u>Department</u>	<u>From</u>	<u>To</u>
Dr. W. David Hawkins	Business	Assistant	Associate
Dr. John Stockmyer	Business	Associate	Professor

Northwestern Oklahoma State University**D. Reassignment**

Ms. Shannon Leaper, Assistant Professor of Library and Information Services, has been appointed as Director of Library Services effective July 1, 2018. Her salary for the 12-month appointment will be \$60,000. Ms. Leaper has been a faculty member and the Research & Instructional Services Librarian since 2012.

E. Recommendations for Tenure

I recommend the faculty members listed below be granted tenure effective at the beginning of the 2018 Fall Semester. Each member has been recommended for tenure by the School Dean and the Vice President for Academic Affairs and their qualifications are commensurate with policy set forth by the Board.

School of Arts and Sciences

<u>Name</u>	<u>Department</u>	<u>Rank</u>
Dr. Mary Riegel	Mathematics	Asst. Professor

School of Professional Studies

<u>Name</u>	<u>Department</u>	<u>Rank</u>
Dr. Roger Brown	Business	Asst. Professor
Dr. Leslie Collins	Nursing	Asst. Professor
Dr. John Stockmyer	Business	Assoc. Professor

II. PURCHASES

We request approval of the following purchases in accordance with Board Policy (over \$150,000):

SKC Communications Products, LLC, Shawnee Mission, Kansas, for the purchase of Polycoms and supporting technology equipment for ITV

Northwestern Oklahoma State University

studios not to exceed \$351,000. Funding from USDA Distance Learning and Telemedicine Grant (430 Fund) and E&G 1 (290 Fund).

III. GRANTS AND CONTRACTS

AllianceHealth Woodward.....\$35,000

A partnership renewal to partially fund a full-time nursing faculty position at Northwestern's Woodward Campus. This is the third year of the three (3) year commitment. Dr. Shelly Wells, Associate Professor of Nursing and Chair of the Nursing Division, is the partnership coordinator.

TOTAL GRANTS.....\$35,000

IV. INFORMATIONAL ITEMS**A. Update to Contract Request**

On February 16, 2018, board approval was given to Northwestern Oklahoma State University to select and award a contract to provide an Enterprise Resource Planning System. After a lengthy review process and collaboration with Southwestern Oklahoma State University and others, Northwestern has selected Ellucian Company L.P. to fulfill this contract.

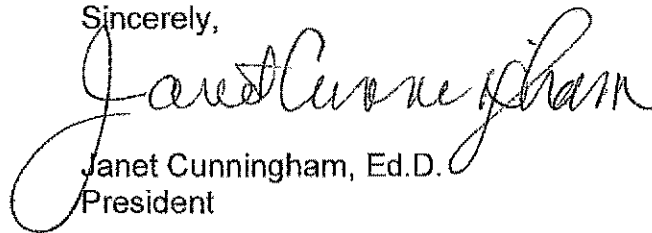
B. Scholarships and Donations

An anonymous donor has contributed \$25,000 for the Roy Vayle and Leah Beisel Evans Literacy Center Lectureship for Academic Excellence.

The Esther Blessing Trust has contributed \$30,000 toward the resurfacing project of the Alva Campus tennis courts.

Northwestern Oklahoma State University

Sincerely,

A handwritten signature in cursive script that reads "Janet Cunningham". The signature is written in black ink and is positioned above the printed name and title.

Janet Cunningham, Ed.D.
President

JC:md



Office of the President
**Southeastern Oklahoma
State University**

Regent Mark Stansberry
Regional University System of Oklahoma
Landmark Towers
3555 Northwest 58th, Suite 320
Oklahoma City, OK 73112

Dear Regent Stansberry:

The recommendations of Southeastern Oklahoma State University are as follows:

I. PERSONNEL

A. FACULTY APPOINTMENTS

Henry G. Bennett Memorial Library

Derek Cash has been appointed to the position of full-time Reference and Instruction Librarian and Assistant Professor, effective February 27, 2018, at a 12-month salary of \$43,900.

B. REAPPOINTMENT OF NONTENURED FACULTY

Less Than Four Years

Name	Rank	Department
Boothe, Dr. Kathleen	Asst. Professor	Educational Instruction & Leadership
Cash, Mr. Derek	Asst. Professor	Henry G. Bennett Memorial Library
Crabtree, Mr. Zachary	Instructor	Kinesiology
Durham, Mr. Jacob	Asst. Professor	Aviation Sciences Institute
Emberley, Dr. Stephanie	Instructor	Music
Gantt, Ms. Amy	Asst. Professor	Art, Communication & Theatre
Greenwood, Ms. Jayanna	Instructor	Henry G. Bennett Memorial Library
Howell, Dr. Jourdan	Instructor	Music
Richards, Dr. Rhonda	Asst. Professor	Accounting and Finance
Rogers, Ms. Courtney	Instructor	Kinesiology
McDonald, Dr. L. Kathy	Asst. Professor	School Counseling
Metts, Ms. Stephanie	Instructor	Accounting
Monk, Dr. David	Asst. Professor	Behavioral Sciences
Scheuerman, Mr. Michael	Asst. Professor	Music
Sneed, Dr. Timothy	Asst. Professor	Behavioral Sciences
Stubbs, Dr. Kate	Instructor	Music

Four to Seven Years

Atchley, Dr. Laura	Asst. Professor	Behavioral Sciences
Atterberry, Mr. Jeremy	Instructor	Kinesiology
Barry, Ms. Brianna	Instructor	Kinesiology
Bond, Ms. Tascha	Instructor	Art, Communication & Theatre
Burks, Mr. Charles	Instructor	Kinesiology
Chen, Dr. Han Sheng	Asst. Professor	Accounting and Finance
Doyal-Meyer, Ms. Rebecca	Instructor	English, Humanities & Languages
Gamble, Ms. Kelly	Instructor	English, Humanities & Languages
Heavner, Mr. John	Instructor	Kinesiology
Nannestad, Dr. Joshua	Asst. Professor	Music
Nichols, Ms. Mellena	Instructor	Occupational Safety and Health
Levins, Mr. Wayne	Instructor	Occupational Safety and Health
Nottingham, Dr. Mary	Asst. Professor	Educational Instruction & Leadership
Quinn, Mr. Ryan	Instructor	Kinesiology
Ramirez, Ms. Krista	Asst. Professor	Henry G. Bennett Memorial Library
Stacey, Mr. Will	Asst. Professor	Art, Communication and Theatre
Stout, Dr. Jerry	Asst. Professor	Educational Instruction & Leadership

To Be Retained After Seven Years

Cotton-Black, Ms. Samantha	Instructor	Kinesiology
Delashaw, Ms. Corlyss	Instructor	Social Sciences
Faubion, Mr. Ronald	Instructor	Kinesiology
Green, Mr. Kelly	Instructor	Kinesiology
Grover, Mr. Darin	Instructor	Kinesiology
Howard, Mr. Robert	Instructor	Management and Marketing
Mendenall, Ms. Josie	Instructor	Biological Sciences
Speer, Mr. Chad	Instructor	Kinesiology
Thomas, Ms. Sandra	Asst. Professor	Henry G. Bennett Memorial Library
Willman, Mr. Scott	Instructor	Kinesiology

C. RETIREMENT WITH EMERITUS RESOLUTION

School of Arts and Sciences

Dr. Caryn Witten, Professor of Spanish, English, and Humanities, has submitted her resignation effective May 10, 2018. Dr. Witten has served in this capacity full-time since August 2001.

D. RESIGNATION

School of Education and Behavioral Sciences

Minutes for April 12, 2018
Dr. Rhytha Duell, Associate Professor in the Department of Behavioral Sciences, has submitted her resignation effective July 31, 2018. Dr. Duell has served in this capacity full-time since August 2008.

Dr. Michele Wages, Assistant Professor in the Department of Educational Instruction & Leadership, has submitted her resignation effective February 2, 2018. She has served in this capacity full-time since August 2015.

Mr. Brett Watson, Instructor and Assistant Football Coach in the Department of Kinesiology, has submitted his resignation effective February 28, 2018. Mr. Watson has served in this capacity full-time since July 2017.

E. NON-REAPPOINTMENT

School of Arts and Sciences

Dr. Crystal Moore, Assistant Professor in the Department of Educational Instruction & Leadership, has been notified of non-reappointment prior to March 1, 2018, for the next academic year (2018-2019).

Mr. Daniel Moore, Executive Director/CIO Information Technology, has been notified of non-reappointment prior to April 1, 2018, for the next academic year (2018-2019).

Dr. Hugo Renderos, Assistant Professor in the Department of Social Sciences, has been notified of non-reappointment prior to March 1, 2018, for the next academic year (2018-2019).

II. REQUEST FOR CONTRACTS

On January 27th, 2017, approval was granted by the RUSO Board of Regents to Southwestern Oklahoma State University to prepare a Request for Proposal (RFP) and award a contract for both consulting services as well as an Enterprise Resource Planning System (ERP). As a result, SWOSU has engaged the services of Brown, Hendrix & Associates, LLC, City by the Sea, TX, to provide consulting services.

- a. Southeastern Oklahoma State University requests permission to use the SWOSU RFP 17-120 to hire Brown, Hendrix & Associates LLC for consulting services while moving forward with a new ERP system. This agreement would start approximately two months prior to implementation by the ERP vendor, extend during the 24 months of implementation, and conclude approximately two months after implementation. Specific services provided include contract negotiations, business practice/functionality review, strategic/tactical technology planning, data collection as well as project oversight with the vendor and SOSU staff.

Request Funding Approval: \$308,000

Funding Sources: E&G (Fund 290); Auxiliary Funds; Section 13/New College/Offset Funds (600 & 650 Funds).

- b. Southeastern Oklahoma State University requests permission to use the SWOSU RFP18-100 to select a vendor and award a contract to provide an Enterprise

Minutes for April 2018 Planning System which would include software, hardware, planning, training and implementation. By collaborating with SWOSU and NWOSU and selecting the same vendor, the economy of scale will yield cost savings to all three institutions.

Successful RFP/Vendor: Ellucian

Request Funding Approval: \$1,280,000

Funding Sources: E&G (Fund 290); Auxiliary Funds; 430 Funds; Section 13/New College/Offset Funds (600 & 650 Funds).

III. SPRING STIPEND

Southeastern is requesting approval to provide a one-time stipend in May for all full-time, benefits eligible employees employed as of April 1, 2018. The stipend will be up to 1.5% of employee's annual base pay with a minimum of \$400. Stipend payout contingent upon positive final spring enrollment numbers and exceeding FY18 revenue projections. No budget revision is needed.

Request Funding Approval: Estimated at \$310,000 to be funded with budget savings and increase in tuition and fee revenue.

Funding Sources: Depending on the budget from which employee is paid.

IV. NOTICE OF GRANT AWARDS

The following grants have been awarded to Southeastern Oklahoma State University:

Oklahoma IDeA Network of Biomedical Research Excellence.....\$20,000.00

This grant was awarded to Southeastern Oklahoma State University from the Department of Health and Human Services National Institute of Health via The University of Oklahoma Health Sciences Center in the amount of \$20,000. The effective date of the grant is January 1, 2018. This grant's project director is Dr. Nancy L. Paiva, Associate Professor of Chemistry in the Department of Chemistry, Computer, and Physical Sciences. The purpose of this award is to purchase instrumentation which will enhance biomedical research and research training at Southeastern Oklahoma State University. The funds will be used to purchase a research grade clean bench/transfer hood to facilitate gene expression studies and sample preparation, a platform shaker for microbial cultures and sample analysis, 5 sets of micropipettors, one analytical balance and 2 general purpose digital balances, and one Spectronic 200 (a new style of research and teaching type of diode array spectrophotometer). All of the items have uses for research and teaching laboratory work.

Research to Improve EM-Absorbing Foam Products at ETS-Lindgren.....\$10,230.00

This grant was awarded to Southeastern Oklahoma State University from the Oklahoma Center for the Advancement of Science & Technology (OCAST)-Research & Development Intern Program in the amount of \$10,230. The effective date of the grant is January 1, 2018. This grant's Project Director is Dr. Nancy L. Paiva, Associate Professor of Chemistry in the Department of Chemistry, Computer, and Physical Sciences. The purpose of this grant is to provide undergraduate research and development interns with work at ETS-Lindgren in Durant, OK, to

help solve manufacturing problems, test new manufacturing routes, and to decrease waste production. ETS-Lindgren produces foam products which block electromagnetic (EM) radiation and are used in testing and manufacturing many electronic products. The interns will gain industrial experience to greatly enhance their STEM majors and learn about career alternatives.

ETS-Lindgren Research & Development Intern Program.....\$10,230.00

This grant was awarded to Southeastern Oklahoma State University from the ETS-Lindgren Research & Development Intern Program in the amount of \$10,230. The effective date of the grant is January 1, 2018. This grant's Project Director is Dr. Nancy L. Paiva, Associate Professor of Chemistry in the Department of Chemistry, Computer, and Physical Sciences. The purpose of this grant is to provide undergraduate research and development interns with work at ETS-Lindgren in Durant, OK, to help solve manufacturing problems, test new manufacturing routes, and to decrease waste production. ETS-Lindgren produces foam products which block electromagnetic (EM) radiation and are used in testing and manufacturing many electronic products. The interns will gain industrial experience to greatly enhance their STEM majors and learn about career alternatives. One to two interns will work full-time during summer and part-time during the university regular fall and spring semesters.

V. INFORMATIONAL

Bookstore Contract Extension

In accordance with Board policy 2.3.6, Revenue Generating Contracts, Southeastern Oklahoma State University is reporting an extension of our existing bookstore service contract with Barnes & Noble has been extended. The extended contract will allow for \$100,000 to be invested in retail service operations and additional options for student and faculty.

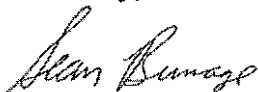
Campus Fiber and Networking Upgrades

In accordance with Board policy 2.3.3, Purchases exceeding \$50,000 but not over \$150,000, Southeastern is reporting the following:

This project will provide wiring to support enhanced WiFi signal on campus. The project also includes fiber optic connections to a new data closet in the Morrison building to support a new nursing simulation lab that will be used by East Central University (ECU).

Vendor: PaceNet
Total Cost: \$63,464
Funding Source: Strengthening Institutions Program (SIP) Title III Grant

Sincerely,



Sean Burrage
President

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

Minutes for April 13, 2018

RESOLUTION

Attachment H
Page 6 of 6

WHEREAS, DR. CARYN M. WITTEN, Professor of Spanish, English, and Humanities, has served Southeastern Oklahoma State University for 17 years with honor and distinction and will retire effective May 1, 2018;

WHEREAS, DR. CARYN M. WITTEN, faithfully served the *Regional University System of Oklahoma* and higher education in Oklahoma by committee memberships and participation on the State Course Equivalency Committee.

WHEREAS, DR. CARYN M. WITTEN, faithfully served Southeastern Oklahoma State University in the following capacities: member, Student Conduct Committee; member, Institutional Assessment Committee; member, Human Subjects Research Review committee; chairperson (2013) and member, BrainStorm Committee; service on: annual Assessment Report preparation, Assessment Plan revisions, and Five-Year Program Review process for Spanish Program; initiator and advisor of Sigma Delta Pi Spanish Honorary Society; host for weekly Spanish Conversation Group; oversight of various Spanish study abroad programs and Presidential Partners study abroad scholarship; and service on numerous faculty search, promotion/tenure, and post-tenure review committees.

WHEREAS, DR. CARYN M. WITTEN, served the University by membership and contributions to professional organizations including: the Oklahoma Association of Teacher Educators, the South Central Modern Language Association, the American Association of Teachers of Spanish and Portuguese, and the South Central Association for Language Learning Technology.

WHEREAS, DR. CARYN M. WITTEN, brought distinction and honor to herself and to Southeastern Oklahoma State University by making numerous presentations at regional, national, and international conferences, publishing scholarly works in numerous conference proceedings, refereed journals, and book chapters in the fields of Spanish Linguistics and Education, and serving as a member of the editorial board of the *Shippensburg Journal of Modern Languages*.

NOW, THEREFORE, BE IT RESOLVED that the *Regional University System of Oklahoma* bestows upon **DR. CARYN M. WITTEN** the honorary title of “**Professor of Spanish, English, and Humanities Emeritus**” and extends to her an expression of accommodation and appreciation for her many contributions to the success of Southeastern Oklahoma State University and wishes for her continued health and happiness and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably as an educator in the state of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the *Regional University System of Oklahoma* and a copy, signed by the Chair of the Board, be forwarded to **DR. CARYN M. WITTEN**.

Adopted by the *Regional University System of Oklahoma* this 12th day of April, 2018.

Mark Stansberry, Chair
Regional University System of Oklahoma

ATTEST:

Connie Reilly, Secretary

March 30, 2018

Regional University System of Oklahoma
Landmark Towers
3555 NW 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Southwestern Oklahoma State University are as follows:

I. PERSONNEL

A. FACULTY APPOINTMENTS

Dr. **Meggie Finley** has been appointed to a voluntary position as Assistant Professor in the Department of Pharmaceutical Practice in the College of Pharmacy at Southwestern Oklahoma State University effective January 30, 2018.

Dr. **David Lawrence** has been appointed to a tenure track position as Associate Professor in the Department of Engineering Technology in the School of Business and Technology in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective August 15, 2018. His salary for the nine month appointment will be \$70,186.00. Dr. Lawrence holds a Bachelor of Science in Education from Southwestern Oklahoma State University, a Master of Science in Mathematics and a Ph.D. in Mathematics from University of Oklahoma.

Dr. **Marc Leonard** has been appointed to a non-tenure track position as Instructor in the department of Business and Computer Science in the school of Business and Technology in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective August 15, 2018. His salary for the nine-month appointment will be \$50,083.00. Dr. Leonard holds Bachelor of Engineering from Dalhousie University and a Master of Business Administration from St. Mary's University in Halifax, NS.

Dr. **Allyson Oyler** has been appointed to a voluntary position as Assistant Professor in the Department of Pharmaceutical Practice in the College of Pharmacy at Southwestern Oklahoma State University effective February 6, 2018

B. RETIREMENTS with Emeritus Status

Dayna Coker, Instructor in the College of Associate and Applied Programs at Southwestern Oklahoma State University at Sayre will retire effective May 7, 2018.

Dr. Walter Steven Pray, Professor in the College of Pharmacy at Southwestern Oklahoma State University, will retire effective June 30, 2018.

C. NEW HIRES

Terry Evans, has been hired as Head Men's Basketball Coach in the Athletics department effective March 19 2018. His salary is \$70,000.

D. RESIGNATIONS

Dr. Ted Brown, Assistant Professor in the Social Sciences department in the College of Arts and Sciences at Southwestern Oklahoma State University, has resigned his position effective May 9, 2018.

Dr. Yolanda Carr, Director of the Office of Sponsored Programs and Continuing Education at Southwestern Oklahoma State University, has resigned her position effective April 13, 2018.

II. INFORMATIONAL ITEMS

On January 27, 2017, board approval was given to Southwestern Oklahoma State University to select and award a contract to provide an Enterprise Resource Planning System. After a lengthy review process and collaboration with Northwestern Oklahoma State University and others; SWOSU has selected Ellucian Company L.P. to fulfill this contract.

III. GRANTS AND CONTRACTS

Since the last report, SWOSU has received confirmation of seven grants awarded totaling \$98,700. Below, is a profile of the recent grants awarded to the University.

A. LOUIS STOKES ALLIANCE FOR MINORITY PARTICIPATION IN SCIENCE, MATHEMATICS, ENGINEERING AND TECHNOLOGY \$37,025

THE NATIONAL SCIENCE FOUNDATION, through **OKLAHOMA STATE UNIVERSITY**, awarded a grant in the amount of \$37,025 for the project, *Louis Stokes Alliance for Minority Participation in Science, Mathematics, Engineering and Technology*. This grant will continue to support efforts to recruit minority students to pursue degrees in the science, mathematics, engineering, and technology fields. The primary function of the grant is research. The principal investigator of the grant is **Dr. Tim Hubin**.

B. SUMMER SCIENCE AND MATHEMATICS ACADEMY 2018 \$21,425

The **OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION** awarded a grant in the amount of \$21,425 for the project, *Summer Science and Mathematics Academy 2018*. The grant supports a summer academy program for underrepresented high school juniors and seniors to experience a relationship between science, technology, engineering, and mathematics disciplines. The primary function of the grant is public service. The principal investigators of the grant are **Dr. Brian Campbell** and **Dr. David Esjornson**.

C. SWOSU INBRE CARRYFORWARD EQUIPMENT GRANT \$20,000

The **NATIONAL INSTITUTES OF HEALTH**, through the **OKLAHOMA IDeA NETWORK OF BIOMEDICAL RESEARCH EXCELLENCE** awarded a grant in the amount of \$20,000 for the project, *SWOSU INBRE Carryforward Equipment Grant*. The funds will be used to purchase a Biotek Dispenser to be used for running biomedical assays on the Microplate reader in the Pharmacy School lab. This equipment will serve many faculty members in biology, chemistry, and pharmacy. The primary function of the grant is research. The principal investigator of the grant is **Dr. Muatasem Ubeidat**.

D. SWOSU PANORAMA SERVICES FOR SWOSUPALOOZA \$15,000

The **CITY OF WEATHERFORD HOTEL/MOTEL ADVISORY COUNCIL** awarded a grant in the amount of \$15,000 for the project, *SWOSU Panorama Services for SWOSUpalooza*. The grant supports a two-day music event on the campus of Southwestern Oklahoma State University on April 6-7, 2018. The headliners will be Stoney LaRue and Ben Rector. The principal investigator for the grant is **Mr. Brian Adler**.

E. TRIBETA BIOLOGY HONOR SOCIETY \$750

The **TRIBETA BIOLOGY HONOR SOCIETY** awarded a grant in the amount of \$750 for the project, *Beta Beta Beta National Convention - John C. Johnson Travel Grant*. The grant funds will be used to support student travel to the 2018 Biennial National Convention in Monterey Bay, CA in May 2018. The principal investigator for the grant is **Dr. Regina McGrane**.

F. 48TH ANNUAL SWOSU JAZZ FESTIVAL \$2,000

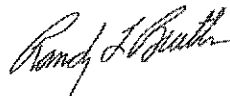
The **CITY OF WEATHERFORD HOTEL/MOTEL ADVISORY COUNCIL** awarded a grant in the amount of \$2,000 for the project, *48th Annual SWOSU Jazz Festival*. The grant will support

the annual Jazz Festival at Southwestern Oklahoma State University. The festival will feature internationally known jazz musicians. The purpose of this festival is to provide SWOSU faculty and students, and the general public, with an opportunity to experience, appreciate, and understand jazz. The primary function of the grant is public service. The principal investigator for the grant is **Dr. Richard Tirk**.

G. OKLAHOMA COMMUNITY THEATRE ASSOCIATION YOUTH CONFERENCE \$2,500

The **CITY OF WEATHERFORD HOTEL/MOTEL ADVISORY COUNCIL** awarded a grant in the amount of \$2,500 for the project, *Oklahoma Community Theatre Association Youth Conference*. The grant will support a two-day theatre conference for high school students, including workshops and auditions. It is anticipated that over 70 students across the state will participate in this conference. The principal investigator for this grant is **Dr. Joel Kendall**.

Respectfully submitted,



Randy L. Beutler
President

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA
RESOLUTION**

WHEREAS, Dayna Annette Coker will retire from Southwestern Oklahoma State University on May 7, 2018; and,

WHEREAS, Dayna Annette Coker has had a prestigious career for 19 years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

WHEREAS, Dayna Annette Coker served with distinction as Instructor of Mathematics in the College of Associate & Applied Sciences/Sayre Campus of Southwestern Oklahoma State University; and,

WHEREAS, Dayna Annette Coker has provided invaluable service in the Mathematics Department/Sayre Campus at Southwestern Oklahoma State University; and,

WHEREAS, Dayna Annette Coker has demonstrated dedication to her profession by exhibiting excellence in teaching traditional and interactive courses, developing and teaching online courses, advising and tutoring students, serving on Faculty Senate for 10 years, and serving on various other committees; and,

WHEREAS, Dayna Annette Coker is deserving of special recognition for her loyal and faithful service to the University.

NOW, THEREFORE, BE IT RESOLVED that the Board of Regents of the Regional University System of Oklahoma bestows upon Dayna Annette Coker the honorary title of "Instructor Emeritus" and extends to her an expression of commendation and appreciation for her many contributions to the success of Southwestern Oklahoma State University and wishes for her continued health and happiness and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably in the education profession of Oklahoma; and,

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Board of Regents of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Dayna Annette Coker at Weatherford, Oklahoma.

ADOPTED by the Board of Regents of the Regional University System of Oklahoma this Thirteenth day of April 2018.

Mark Stansberry, Chair
Board of Regents of the
Regional University System of Oklahoma

Attest:

Connie Reilly
Secretary

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA
RESOLUTION**

WHEREAS, Walter Steven Pray will retire from Southwestern Oklahoma State University on June 30, 2018; and,

WHEREAS, Walter Steven Pray has had a prestigious career for 39 years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

WHEREAS, Walter Steven Pray served with distinction as Bernhardt Professor in the College of Pharmacy at Southwestern Oklahoma State University; and,

WHEREAS, Walter Steven Pray has provided invaluable service as a Bernhardt Professor in the College of Pharmacy at Southwestern Oklahoma State University; and,

WHEREAS, Walter Steven Pray has demonstrated dedication to his profession by exhibiting excellence in teaching, service, and scholarly activity and,

WHEREAS, Walter Steven Pray is deserving of special recognition for his loyal and faithful service to the University.

NOW, THEREFORE, BE IT RESOLVED that the Board of Regents of the Regional University System of Oklahoma bestows upon Walter Steven Pray the honorary title of "Bernhardt Professor Emeritus" and extends to him an expression of commendation and appreciation for his many contributions to the success of Southwestern Oklahoma State University and wishes for his continued health and happiness and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably in the education profession of Oklahoma; and,

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the Board of Regents of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Walter Steven Pray at Weatherford, Oklahoma.

ADOPTED by the Board of Regents of the Regional University System of Oklahoma this Thirteenth day of April 2018.

Mark Stansberry, Chair
Board of Regents of the
Regional University System of Oklahoma

Attest:

Connie Reilly
Secretary